



**Government of Pakistan**  
**Ministry of Federal Education &**  
**Professional Training**  
**Islamabad**

Applications are invited against the following positions in the Project Coordination Unit (PCU) & Project Planning and Development Unit (PPDU) of development projects being implemented by Ministry of Federal Education & Professional Training, Islamabad. The posts are to be filled purely on a contract basis as per project pay package admissible for the PSDP funded Project staff. Initially, the contract will be awarded for a period of one (01) year which can be further extended till life of the project.

S.#	Name of Post with PPS	Lump sum Package per month	Number of post & Quota	Age Limit	Eligibility of Post
1	<b>Project Director (PCU) (PPS-12)</b>	700,000/ PKR	01 post Merit	Min-35 Max-63	<ul style="list-style-type: none"> <li>• University degree with 16 years of education in Business Administration / Project Management/ Public Administration / Public Policy / Engineering / Educational Management.</li> <li>• Minimum 15 years' post-qualification experience in Public Sector Development Programme (PSDP) or relevant experience in Project Planning, Management &amp; Implementation of multidisciplinary projects, including at least 05 years of experience of project management.</li> <li>• Having thorough understanding of Business Processes of Public Sector (Federal &amp; Provincial Governments) as well as World Bank guidelines.</li> <li>• Having adequate knowledge and understanding of issues / challenges of Education Sector and global world practices.</li> </ul>
2	<b>Distance Learning Education Specialist (PPDU) (PPS-12)</b>	500,000/- PKR	01 post Merit	Min-35 Max-63	<ul style="list-style-type: none"> <li>• University degree with 16 years of education in Education Management / Management Sciences / Project Management or in Sustainable Technology related discipline. Recognized foreign qualifications in Education and Training field would be preferred.</li> <li>• Minimum 15 years' post-qualification experience in the field of Education including at least 05 years demonstrable experience in digital education planning, advanced pedagogies and imparting Learning &amp; Development programs using digital learning techniques, tools and technologies.</li> <li>• Extended experience in education strategy development and technical project management with focus on developing international collaboration and outreach opportunities.</li> </ul>

3	<b>MIS / IT Expert (PCU) (PPS-10)</b>	250,000/- PKR	01 post Merit	Min-35 Max-63	<ul style="list-style-type: none"> <li>• University degree with 16 years of education in Computer Science / information technology or related discipline from HEC recognized University.</li> <li>• Minimum 08 years' of relevant post-qualification experience including at least 05 years of experience in IT/MIS.</li> <li>• Demonstrated ability to handle IT related matters.</li> </ul>
4	<b>Assistant (PCU) (PPS-06)</b>	60,000/- PKR	01 post Merit	Min-22 Max-50	<ul style="list-style-type: none"> <li>• Bachelor's degree from HEC recognized university in Project Management / Business Administration / Supply Chain Management.</li> <li>• Minimum 02 years' post-qualification experience in the field of Procurement.</li> <li>• Understanding of Public Sector Procurement, accounting and financial management systems.</li> </ul>
5	<b>Office Trainee / Intern (PCU)</b>	30,000/- PKR	01 post Merit	Min-20 Max-28	Fresh graduates having degree in IT/ Business Administration / Public Administration / Finance / Social Sciences / Humanities from any HEC recognized reputed university.

**Terms & Conditions:**

- Only shortlisted candidates will be called for test/interview. No TA/DA will be admissible for interview. The candidates called for interview will have to bring their original documents along with attested copies of testimonials/experience certificate(s).
- Applications that are incomplete or received after due date will not be entertained.
- The cutoff date for determining the eligibility of the candidate in terms of age, qualification, experience, etc., will be the closing date of receipt of applications.
- Detailed Job Description/TORs and Eligibility Criteria are available at the website of Ministry of Federal Education and Professional Training, Islamabad and National Jobs Portal (NJP).
- The Candidates are required to apply online at National Jobs Portal (<http://njp.gov.pk>).
- The Competent Authority reserves the right to cancel the recruitment process, increase or decrease the number of posts as per requirement against any post at any stage without assigning any reason.
- Applications may be submitted online within fifteen (15) days of publication of this advertisement.

**Ministry of Federal Education & Professional Training**  
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