F.No.2-172/2020-21/Dev

MINISTRY OF FEDERAL EDUCATION & PROFESSIONAL TRAINING

VACANCY ANNOUNCEMENT

Applications are invited from eligible candidates as per the eligibility criteria mentioned against the following project positions in the **"Establishment of Project Planning & Development Unit (PPDU)"**, Ministry of Federal Education & Professional Training, Islamabad. The positions are to be filled purely on contract basis as per the project pay package / admissible for the PSDP-funded Project staff upto June, 2026. The contract will be extended annually, upon satisfactory performance, till the life of the project.

Sr. No.	Name of Posts	No. of Position	Age Limit	Eligibility Criteria
01	Civil Engineer (PPS-10)	01 Position (Merit)	Min - 35 and above	• Master/ Bachelors in relevant field or Equivalent from HEC recognized institute / university (Master Degree / Bachelors (Hons) i.e. 16-Years Education) • Minimum 10 Years of Post-Qualification Experience in the relevant domain
02	Assistant (PPS-06)	01 Position (Merit)	Min-22 Max-35	• BA / BSc / B.com from HEC recognized university • Minimum 2 years of post-qualification experience in relevant domain
03	Data Entry Officer (PPS-05)	01 Position (Merit)	Min-22 Max-35	• BSC / B.com / BA from HEC recognized university • Certified from a recognized institute in M.S. Office • Minimum 2 years of post-qualification experience in relevant domain

IMPORTANT INSTRUCTIONS:

1. The candidates can apply through National Jobs Portal website (https://www.njp.gov.pk/) within 15 days from the date of advertisement.
2. The selected candidates will be posted in Islamabad.
3. Only shortlisted candidates will be called for a test/interview. No TA/DA will be admissible for the test /interview. The candidates called for interview will have to bring their original documents along with two attested copies of academic/testimonials/experience certificate(s), Degrees, CNIC copy, two photographs, and professional experience certificate.
3. Incomplete applications or the applications received after the due date will not be entertained.
4. 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.
5. Detailed Job Description/TORs and Eligibility Criteria are available at website of the Ministry (https://www.mofept.gov.pk/).
6. 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.

(Yasir Irfan)

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