



MIR CHAKAR KHAN RIND UNIVERSITY OF TECHNOLOGY DERA GHAZI KHAN

JOB OPPORTUNITIES

Mir Chakar Khan Rind University of Technology, Dera Ghazi Khan, a public sector University, invites applications from qualified and experienced candidates domiciled in Punjab for various posts on contract basis for **Project Management Unit** of Mir Chakar Khan Rind University of Technology, Dera Ghazi Khan.

Sr. #	Position	No of Post	PPS Scale	Age	Qualification/ Experience
1	Project Director	01	PPS-8	35-45	<p>B.Sc. Civil Engineering 1st Division from a University recognized by PEC or HEC with 12 years' experience including 5 years' experience in BPS 18 of professional work especially in construction and maintenance of buildings in BS 17 or above in Government, Semi Government. Corporate or Government Autonomous bodies with following expertise;</p> <p>a) Preparation of documents required to hire consultants. b) Preparation of Tender/Bidding documents. c) Overseeing Project management related matters. d) Procurement. e) Administrative matters. Coordination with clients/consultant/contractors and other organization.</p>
2	Project Manager / Executive Engineer	01	PPS-7	25-35	<p>B.Sc. Civil Engineering 1st Division from a University recognized by PEC or HEC with 6 years' experience including 5 years' experience in professional work especially in construction and maintenance of buildings in BS 17 or above in Government, Semi Government. Corporate or Government Autonomous bodies with following expertise;</p> <p>a) Preparation of documents required to hire consultants. b) Preparation of Tender/Bidding documents. c) Overseeing Project Management related matters. d) Procurement. e) Administrative matters. f) Coordination with clients/consultant/contractors and other organization.</p>
3	Project Engineer (Civil / Electrical / Assistant Executive Engineer)	02	PPS-6	21-35	<p>B.Sc. Civil / Electrical Engineering 1st Division from a University recognized by PEC or HEC. Job assigned by Project Director and Project Manager including Monitoring execution of project with following expertise:-</p> <p>(i) Procurement. (ii) Administrative matters. (iii) Coordination with clients/consultant/contractors and other organization</p>
4	Office Assistant	01	PPS-5	21-35	<p>Bachelor's Degree from a university recognized by HEC and with five years' experience as senior clerk or data entry operator in Government, Semi Government, Corporate or Government autonomous bodies with a speed of 40 words per minute in typing on computer.</p>

5	Computer Operator	02	PPS-3	21-35	Bachelor's Degree from a university recognized by HEC and with one year diploma in computer science from a university recognized by HEC and 03 years relevant experience in Government, Semi Government, Corporate or Government autonomous bodies.
6	Driver	02	PPS-1	21-35	i. Secondary School Certificate from a recognized board or institution; ii. HTV/LTV or PSV driving license; and Five years' experience of driving light and heavy vehicles, their maintenance and routine repairs in Government, Semi Government, Corporate or Government autonomous bodies.
7	Naib Qasid	01	PPS-1	21-35	Secondary School Certificate from a recognized board or institution

GENERAL TERMS AND CONDITIONS

1. The above positions are being offered on contract basis for two years (Extendable till the completion of the project 30-06-2025).
2. Interested candidates should submit separate application to apply against more than one position / posts on simple paper along-with CV and one set of required testimonials with one passport size photograph at the given address before the closing date and original bank challan / deposit slip paid in **Account No.0106792785101 (Habib Bank Limited, Main Branch, Dera Ghazi Khan) of amounting to Rs.3000/- (for Sr. No.01 and 02), Rs.1500/- (for Sr. No.03) and Rs.500/- (for Sr. No.04 to 07).**
3. Age relaxation of candidates working in Public Sector Organization will be as per current Government Policy.
4. Candidates having Domicile in Punjab are eligible to apply.
5. Candidates' already working in Government/Semi Government/Autonomous Bodies should apply through proper channel.
6. Only short listed candidates will be called for interview and No TA/DA will be admissible to candidates for test/Interview.
7. Eligible candidates shall bring original documents at the time of test /interview.
8. The department reserves the right to reject any or all applications or cancel the whole recruitment process at any stage without assigning any reason.
9. Application form can be download from Mir Chakar Khan Rind University of Technology, Dera Ghazi Khan website (<https://www.mcut.edu.pk>).

Last date for submission of applications: the applications complete in all respects must reach in office of the **Project Director, Mir Chakar Khan Rind University of Technology, Dera Ghazi Khan latest by 28th July, 2023.** Incomplete/unsigned applications or applications received after the due date will not be entertained even if received though surface mail.

PROJECT DIRECTOR

Mir Chakar Khan Rind University of Technology
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