

JOB OPPORTUNITIES

A well reputed Public Sector Organization invites applications for the following project-based positions

Job Title / No. of Positions	Job Location	No of Positio ns	Monthly Salary- All Inclusive (PKR)	Age (Min- Max)	Minimum Experience	Qualification	Brief Job Description
Program Director	Lahore	01	475,000	40-50	Minimum of 10 years of progressive professional experience, including at least 5 years in a senior management role or as a Project Director, Program Director, or Manager in sizeable projects/ institution. Experience in sectors/cluster development, export promotions, trade development, and access to finance will be preferred.	Master's or Bachelor's degree (minimum sixteen years of education) in Project Management, Business Administration, Management, Economics, Marketing, Public Administration, Finance or equivalent from HEC-recognized institution/university.	Provide strategic leadership, coordinate with stakeholders, oversee project execution.
Manager Program Operations	Lahore	02	400,000	35-45	Minimum of 07 years of progressive professional experience, including at least 3 years in similar role. Experience in sectors/cluster development, export promotion, business management trainings, trade development, and access to finance, will be preferred.	Master's or Bachelor's degree (minimum sixteen years of education) in Project Management, Business Administration, Management, Economics, Public Administration, Finance or equivalent from a reputable foreign or HEC-recognized institution / university.	Manage SME engagement, training, mentoring, and grant activities.

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Manager (IT & MIS)	Lahore	01	350,000	30-40	5 years relevant experience	Master's or Bachelor's degree (minimum sixteen years of education) in IT, Computer Science, MIS or equivalent	Lead MIS development, ensure system integration and data integrity.
Assistant Manager (IT & MIS)	Lahore	02	250,000	27-35	3 years relevant experience	Master's or Bachelor's degree (minimum sixteen years of education) in Computer Science, Information Technology, Software Engineering, Information Systems, or a related field from a reputable foreign or HEC-recognized institution/university.	Support technical operations in the relevant area/field
Manager Communication & Outreach	Lahore	01	350,000	35-45	7 years relevant experience	Master's or Bachelor's degree (minimum sixteen years of education) in Mass Communication, Marketing, Public Relations, Media Studies or a related field from a reputable foreign or HEC-recognized institution/university.	Handle communications strategy, media agency coordination, branding.
Assistant Manager (Communication)	Lahore	01	250,000	27-35	5 years relevant experience	Master's or Bachelor's degree (minimum sixteen years of education) in Mass Communication, Marketing, Public Relations, Media Studies or a related field from a reputable foreign or HEC-recognized institution/university.	Assist Manager Communication in handling communication strategy, media etc.

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Manager Finance	Lahore	01	350,000	30-40	5 years relevant experience	Master's or Bachelor's degree (minimum sixteen years of education) in Finance, Accounting, Commerce, or a related field from a reputable foreign or HEC-recognized institution/university.	Ensure financial management, audits, budgeting, and compliance.
Assistant Manager Accounts & Admin	Lahore	02	250,000	27-35	3 years relevant experience	Master's or Bachelor's degree (minimum sixteen years of education) in Finance, Accounting, Commerce, Business Administration, or a related field from a reputable foreign or HEC-recognized institution/university.	Support technical operations in the relevant area/field
Assistant Manager(s) Program Operations/	Lahore (02) Peshawar (01) Quetta (01) Karachi (01)	05	250,000	27-35	3 years relevant experience	Master's or Bachelor's degree (minimum sixteen years of education) in Project Management, Business Administration, Management, Economics, Public Administration, Finance or equivalent from a reputable foreign or HEC- recognized institution / university.	Support technical operations in the relevant area/field
Office Coordinators	Lahore	04	105,000	22-30	3 years relevant experience	Bachelor's degree (minimum fourteen years of education or equivalent from a reputable foreign or HEC-recognized institution/university) .	Clerical and coordination support for MIS, Admin, and Communications.

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Support Staff (Drivers)	Lahore	02	60,000	25-45	5 years	At least Primary education and a valid LTV license	Operate vehicles, assist program logistics and mobility.
Support Staff (Office Assistant)	Lahore	01	60,000	22-30	2 years	Intermediate	Office assistance to the management

Please visit apply-online.pk for further details

All positions are contract based. Successful candidates will be offered one-year contract which will be extendable subject to the continuation of the project and upon satisfactory performance. Interested candidates are invited to apply online apply-online.pk within 15 days of publication of this advertisement. We are an equal opportunity employer. Women are encouraged to apply. Relaxation of upper age limit shall be applicable as permissible under federal Government applicable instructions/rules. Misinformation or any attempt to influence the selection process will be considered a definite disqualification, even if the candidate is otherwise qualified. Only shortlisted candidates will be called for interview. No TA/DA will be admissible.

Note: Submission through any other means will not be accepted.