



# POSITION VACANT



The Government of the Punjab is implementing the Punjab Human Capital Investment Project with the assistance of the World Bank. The Project aims to increase the access to quality health services, and economic and social inclusion programs, among poor and vulnerable households in selected districts of Punjab.

Under this Project, PMIU-PESRP invites applications from suitable candidates having relevant experience/ qualification. The services shall initially be required for a period of one year which will be further extended on the basis of satisfactory performance:

Sr. No	Post	Qualification and Experience Required:	No. of Post
1	General Assistant	<ul style="list-style-type: none"><li>• At least sixteen years of education in business, humanities, natural and applied sciences and social sciences or related discipline from HEC recognized national / international university.</li><li>• At least 3 years post qualification experience in public or private sector.</li><li>• Fluent with Microsoft Office and English.</li><li>• Strong administrative and analytical skills.</li><li>• Demonstrated result-oriented approach to work.</li><li>• Age limit: 40 years</li></ul>	01

Interested candidates should submit the application with Curriculum Vitae (CV), copies of educational degrees & certificates, experience certificates, and CNIC by September 28, 2023 till 04:00 PM through registered mail, courier or in-person. The applicants should clearly mention relevant years of experience and qualification at the top of the CV. If a face-to-face meeting is required, same shall be done virtually. PMIU reserves the right to increase/decrease/suspend/cancel any Post.

**Programme Monitoring & Implementation Unit (PMIU-PESRP)**

**School Education Department, Punjab**

**Attn: Programme Manager**

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