

HIRING OF PROFESSIONALS

For up-dation, authentication and compilation of office manuals and books in the Regulations Wing of Government of Pakistan, Finance Division, services of a professional is required on contract basis initially for a period of 6 months, extendable for another term of 6 months. Pay packages will be offered commensurate to the qualification and experience of the successful candidates.


2. Accordingly, applications are invited for the following post:

S#	Name of Post	No. of posts	Academic Qualifications	Experience
1	Junior Consultant	01	Graduation from a University recognized / affiliated with Higher Education Commission. Master's degree in Public Administration / Financial Management or in Law will be an added advantage.	25 years experience of which at least 10 years in Officer's grade in a Federal Ministry / Division / Department. Possessing of experience of working in Regulations Wing of Finance Division, Regulations Wing of Establishment Division or AGPR will be an added advantage.

3. The successful candidate will be required to:

- a) Complete the assignment of compilation, authentication of office Manuals of Regulations Wing of Finance Division in the Book shape in the stipulated time.
- b) Updation and authentication of work in the following subjects already done:
 - Civil Services Regulations.
 - General Financial Rules.
 - G.P. Fund Rules.
 - Pension Compensation.
 - TA/DA (Travelling Allowance Rules), and
 - Treasury Rules.
- c) Perform the services with the highest standards of professional and ethical competence and integrity.
- d) Any other assignments / task assigned by the Finance Division.

4. Interested applicants may send their applications along-with detailed resume to the undersigned at Room No. 109, 1st Floor, S-Block, Pak. Secretariat, Islamabad within 15 days of the publication of this advertisement. Only short listed candidates will be called for test/interview(s), for which no TA/DA will be offered.


(Khurshid Anwar)
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