



**Government of Sindh
Monitoring & Evaluation Cell
Planning & Development Department**

VACANCY ANNOUNCEMENT

The P&D Department Government of Sindh has launched a project “Strengthening of Monitoring & Evaluation Cell in Planning & Development Department including Outsourcing for Third Party Monitoring” which aims at Strengthening of the Monitoring & Evaluation System of Government of Sindh Public Sector Projects and Schemes / Service Centers / Units. The Project will be implemented by Monitoring & Evaluation Cell (MEC), Planning & Development Department.

To manage the implementation of the above Project, MEC requires the services of the eligible, motivated and dynamic professionals domiciled in Sindh who fulfill the prescribed requirements on Contract Basis.

| S. No. | Position | No of Position | Qualification & Experience | Place of Posting | Salary PM (Rs) |
|---------------|--------------------------|-----------------------|---|--|-----------------------|
| 1 | Procurement Assistant | 1 | i) BBA / B.Com from Recognized University at least in Second Division. Computer knowledge of Electronic Mailing, MS Words and MS Excel is mandatory. ii) Two years experience in relevant field. Good knowledge of public sector procurement practices. Strong communication, organizational, analytical & interpersonal skills. Age not more than 40 years. | Karachi | 25,000/- |
| 2 | Audio / Video Technician | 3 | 1) Graduate from recognized university at least in Second Division with Certificate from SBTE. ii) Two years experience as Audio / Video Technician. Age not more than 40 years. | Karachi (1) Hyderabad (1) Sukkur (1) | 20,000/- |
| 3 | Accounts Assistant | 1 | i) Bachelor Degree in Commerce from Recognized University at least in Second Division. Computer knowledge of Electronic Mailing, MS Words and MS Excel is mandatory. ii) Two years experience in the relevant field. Good knowledge of Accounts matters in Government or Private Organizations. Age not more than 40 years. | Karachi | 15,000/- |

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|----|------------------------|---|---|--|----------|
| 4 | Office Assistant | 4 | Graduate from Recognized University at least in Second Division. Three years experience or service on a ministerial establishment. Age not more than 40 years. | Hyderabad (2) Sukkur (2) | 15,000/- |
| 5 | Driver | 6 | Possessing LTV/HTV Valid License with education at least Eight Class having three years experience as a driver. Should be able to maintain logbook. Age not more than 40 years. | Karachi (2) Hyderabad (2) Sukkur (2) | 10,000/- |
| 6 | Photo Machine Operator | 1 | Matriculation from Recognized Board/ Institute at least in Second Division with two years experience in operating Photostat/ Duplicating Machine. Age not more than 40 years. | Karachi | 8,000/- |
| 7 | Office Boy / Peon | 4 | Middle Pass. Age not more than 40 years. | Hyderabad (2) Sukkur (2) | 8,000/- |
| 8 | Dispatch Rider | 1 | Middle Pass with LTV / Motor Cycle Valid License with five years experience. Age not more than 40 years. | Karachi | 8,000/- |
| 9 | Chowkidar | 6 | Preferably Literate Person. Age not more than 40 years. | Karachi (2) Hyderabad (2) Sukkur (2) | 8,000/- |
| 10 | Naib Qasid | 3 | Preferably Literate Person. Age not more than 40 years. | Karachi | 8,000/- |
| 11 | Sanitary Worker | 2 | Preferably Literate Person. Age not more than 40 years. | Hyderabad (1) Sukkur (1) | 6,000/- |

Other Information:

- Above positions will be filled on contract basis initially for one year period and extendable for project period (4 years) based on the performance.
- Other terms and conditions will be mentioned in the offer letter and Service Contract.
- No TA/DA will be given for test / interview or joining.
- Only Short-listed Candidates will be called for test / interview.
- Candidates already in Govt: Service should apply through proper channel.

CVs & copies of required Certificates / CNIC along with latest passport size photograph, should be sent on the following address within 20 days of the publication of this advertisement. Incomplete applications and those received after due date shall not be entertained.

**DEPUTY DIRECTOR (ADMN)
MONITORING & EVALUATION CELL
PLANNING & DEVELOPMENT DEPARTMENT, GOVERNMENT OF SINDH,
3rd FLOOR, SINDH SECRETARIAT NO-2 (TUGHLAQ HOUSE)
KARACHI- Tel No. 021-9211403, 021-9211927 FAX. 021-9211416
E-mail: dgmecc.pnd@sindh.gov.pk**