



Planning & Development Department Peshawar
Kohat Division Development Project, Special Development Unit
Govt of Khyber Pakhtunkhwa



Vacancies Announcement

Applications are invited from suitable candidates for the following positions purely on contract basis with fixed/negotiable pay as per Provincial Government Project Policy, initially for one year, under the Project titled "Kohat Division Development Project" for Project Management Unit (PMU) at Kohat, Project Support Unit (PSU) at Peshawar and District Implementation Units (DIUs) at Karak & Hangu. Individuals having the qualifications, experience as given against each posts / position may submit applications on the address given below within **15 days** of the publication of the advertisement in the newspapers.

S.#	Position	No of Posts	Age Limit	Duty Station	Qualification & Experience
1	District Implementation Manager	02	35-60	One each at DIU Karak and Hangu	Master's degree or higher qualification in Agriculture, Economics, Business Studies, Public Administration or relevant social sciences field. At least 10 years' experience at senior management level preferably relating to projects/Programmes. Demonstrated recent experience in planning and implementing of rural development projects/programs. Demonstrated experience in building partnership with wide range of organizations, government, donors, private sector, NGOs and Civil Society Organizations.
2	Poverty Reduction Coordinator	1	35-60	PMU Kohat	Master's degree in Economics, Development Economics, Agricultural Economics, or related fields. A higher degree would be an added advantage. At least 10 years of relevant experience in project management and/or policy assistance in the field of rural development /or poverty reduction. Experience in research work related to poverty would be preferred. Full familiarity with Poverty Graduation Tools including social protection, assets transfers, business coaching and micro financing.
3	M&E Coordinator	01	35-60	PMU Kohat	Master's degree in Business Administration, Economics, Statistics, Development Studies. At least 10 years' experience in project monitoring including 5 years work experience of M&E in Multi Sectoral Development Projects.
4	M&E Officer	03	35-60	One each at PSU Peshawar, DIU Karak and DIU Hangu	Master's degree in Agricultural Economics, Economics with Specialization in Agriculture, Development Studies, Rural Development, Communication, Statistics, Data Science, MBA. At least 08 years' experience in project monitoring including 03 years work experience of M&E in Multi Sectoral Development Projects.
5	Gender Coordinator	01	35-60	PMU Kohat	Master's Degree in Gender Studies, Women Development, Sociology, Development Studies or other related Social Science fields. At least 10 years overall professional level experience in gender mainstreaming, analysis, research, designing gender policies, strategies, guidelines, and training manuals with 05 years national and local level experience and substantial knowledge of the social, cultural and gender issues in KP. Practical experience in leading gender mainstreaming and implementation of gender sensitive projects/programs.
6	Value Chain/NRM Coordinator	01	35-60	PMU Kohat	Master's Degree in Agricultural Economics, Agricultural Development, or Development

					<p>Economics with a specialization in Agriculture, Agri-Business</p> <p>At least 10 years of practical experience in the field of agriculture and rural development related to agricultural enterprise development, value chain management and bio-diversity conservation.</p> <p>Experience with multi stake holder including government, NGOs, Private Sector and Civil Society Organizations.</p>
7	Value Chain/NRM Officer	03	35-60	One each at PMU Kohat, DIU Karak and Hangu.	<p>Master's Degree in Agricultural Economics, Agricultural Development, or Development Economics with a specialization in Agriculture, Agri-Business</p> <p>At least 08 years of practical experience in the field of agriculture and rural development related to agricultural enterprise development, value chain management and bio-diversity conservation.</p> <p>Experience with multi stake holder including government, NGOs, Private Sector and Civil Society Organizations.</p>
8	Infrastructure Coordinator	01	35-60	PMU Kohat	<p>Bachelor's Degree in Civil Engineering</p> <p>At least 10 years overall experience and 05 years of design and implementation of rural infrastructure projects, preferably irrigation, water supply, farm to market roads and community-based infrastructure.</p>
9	Infrastructure Officer	05	35-60	02 at PMU Kohat and One each at PSU Peshawar, DIU Karak and DIU Hangu	<p>Bachelor's Degree in Civil Engineering,</p> <p>At least 08 years overall experience with 05 years' experience in design and implementation of rural infrastructure projects, preferably irrigation, water supply and farm to market roads and community-based infrastructure.</p>
10	Skill and Vocational Training Coordinator	01	35-60	PMU Kohat	<p>Master's degree in education, economics, human resource development, or a related field.</p> <p>At least 10 years relevant experience in technical and vocational training, human resource development, employment, and/or entrepreneurship. Experience in development of workforce programs incorporating women, youth and marginalized group. Strong understanding of relevant existing and emerging technologies regarding skill enhancement.</p>
11	Project Coordinator/Liaison Officer	01	35-60	PSU Peshawar	<p>Master's Degree in Agricultural Economics, Agricultural Development, or Development Economics, Economics with a specialization in Agriculture, Agri- Business.</p> <p>At least 08 over all experience with 05 years practical experience in the field agriculture and rural development. Experience with multi stakeholder including government, NGOs, Private Sector and Civil Society Organizations. Strong communication skills (Oral & Writing).</p>
12	Office Assistant	06	20-32	02 each at PMU Kohat and DIU Karak & Hangu	<p>Graduate from a HEC recognized University.</p> <p>At least 03 years relevant experience.</p> <p>Domicile- Kohat, Karak and Hangu Districts.</p>
13	Office Assistant/Computer Operator	01	20-32	PSU Peshawar	<p>Bachelor's Degree in Computer Science/IT or bachelor's degree in Arts, preferably in Social Science, with 01 Year Diploma in IT (DIT) from Technical Board.</p> <p>At least 03 years relevant experience.</p>

14	Computer Operator	04	20-28	02 at PMU Kohat and 01 each at DIU Karak & Hangu	Bachelor's Degree in Computer Science (BCS) (four years), Information Technology, (BIT) or equivalent from a recognized University or 2nd Class bachelor's Degree with one-year Diploma in Information Technology from recognized Board of Technical Education. 5 years' relevant experience. Domicile- Kohat, Karak and Hangu Districts.
15	Telephone Operator / receptionist	03	18-32	01 each at PMU Kohat and DIU Karak & Hangu	FA, FSc with 03 years relevant experience. Domicile- Kohat, Karak and Hangu Districts.

TERMS AND CONDITIONS:

1. Incomplete/incorrect/late submitted forms will not be entertained. In case of any deficient, false or misleading information based applications, will be cancelled/dropped at any stage during or after the selection process.
2. Separate application form is to be submitted for each post
3. Eligible candidate must take print out of their electronic roll number slip (having picture) from CTSP website for appearing in the test.
4. The Competent Authority has the right to increase / decrease or cancel all or any of the posts at any stage without assigning any reason.
5. Employees of Government / Semi Government Departments/ Organizations are required to apply through proper channel.
6. No TA/DA is admissible on account of attending test/interviews

HOW TO APPLY:

1. Application form and detailed conditions/criteria are available on CTSP website <https://ctsp.com.pk/> or www.ctsp.com.pk and Planning and development department official website www.pndkp.gov.pk till the closing date.
2. Name of the Project along with post applied for must be written on top of the courier service envelope.
3. Complete Application form duly filled (**along with test fee slip (CTSP COPY), 3 recent color photographs, a copy of CNIC and attested copies of all academic, professional & experience certificates**) may be send through courier service (only) to **CTSP Headquarters Office Plot #140, Street 9, Sector I-10/3, Industrial Area, Islamabad.**

	Career Testing Services Pakistan (CTSP) Street # 09, Office # 140, Industrial Area, I-10/3, Islamabad. UAN# 051-111-004455		SECRETARY Planning & Development Department Khyber Pakhtunkhwa
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