

GOVERNMENT OF THE PUNJAB
AGRICULTURE DEPARTMENT

SITUATION VACANT

Applications are invited from eligible persons (Male and Female) **domiciled in Punjab** for the following posts for recruitment on contract basis under the development project **“Establishment of Hi-Tech Mechanization Service Centers (HMSCs)”**

Sr. No.	Position/Lump Sum Salary	No. of Post(s)	Qualification/ Experience
1.	Deputy Project Director Rs.1,50,000/- (negotiable)	01	i. B.Sc. degree in Agricultural/Mech./Civil Engg. ii. At least 10 years of prior work experience in Agricultural Engg. or related projects preferably project planning, execution and monitoring. iii. Preference will be given to the incumbents having experience in project planning, project execution, field monitoring, administration and project report writing.
2.	Project Coordinator Rs.1,50,000/- (negotiable)	01	i. B.Sc. degree in Agricultural/Mech./Civil Engg. ii. At least 10 + years of prior work experience in agricultural engineering or related projects preferably farm machinery & power/farm mechanization. iii. Preference will be given to the incumbents having; experience in project planning, project execution, field monitoring, Administration and project report writing. Candidates related to farm machinery experience will be preferred.
3.	Assistant Rs.50,000/- (negotiable)	01	i. Bachelor alongwith one year certificate/diploma in computer. ii. 03 years' experience iii. Thorough understanding of office management procedures. iv. Excellent organizational and time management skills. v. Analytical abilities and aptitude in problem-solving. vi. Excellent written and verbal communication skills vii. Proficiency in MS Office.
4.	Cashier Rs.50,000/- (negotiable)	01	i. B.Com or equivalent ii. 03 years' experience iii. Analytical abilities and aptitude in problem-solving iv. Excellent written and verbal communication skills v. Proficiency in MS Office
5.	Driver Rs.24,000/- (negotiable)	02	i. Matric ii. 03 years' experience iii. Valid Driving license (LTV)

Note:

1. Relaxation in upper/lower age limit is not admissible.
2. In case of other relevant degrees, the equivalent certificate issued by the HEC will be provided by the candidate.

3. The contract appointments are temporary in nature, non-transferable, job/post-specific, non-pensionable & conferring no right for regularization. The contract appointment will be for 01 year, which can be extended or reduced upto project period with the approval of competent authority.
4. In case project period is reduced/enhanced, contract appointment order may be amended accordingly with approval of competent authority.
5. Retired persons are not eligible. The persons who are already in Government service including contract employees should apply through proper channel. In case of selection, a confirmed civil servant shall retain his lien against his original substantive post.
6. The recruitments will be made strictly on merit on all Punjab basis in accordance with the rules, selection criteria and other provisions of Recruitment Policy and Contract Appointment Policy, 2004.
7. The applications on prescribed form (which can be downloaded from www.agripunjab.gov.pk) addressed to the Secretary Agriculture, Government of the Punjab, Civil Secretariat, 2-Bank Road (Old P&D Building), Lahore clearly indicating the post applied for along with curriculum vitae (CV), three passport-size recent photographs and attested copies of all the relevant documents, CNIC/certificates/degrees, which include detailed marks certificates including CGPA, Hafiz-e-Quran Certificate, position in Board/University, issued by the authorized Institute/Madrissa, release orders for Ex-Service men issued by the concerned authority/Institute and must reach by **6th August, 2018**. Late and incomplete applications will not be considered and only eligible candidates will be called for test/interview. No TA/DA shall be paid.
8. The candidates are required to also apply at www.jobs.punjab.gov.pk. However, hard copy of application form alongwith complete attested relevant documents is mandatory to submit to this department.
9. List of eligible candidates shall be displayed on the Notice Board 03 days prior to the interview in addition to the interview call letters. In case of any query/ clarification, the candidate may approach the Additional Secretary (Planning), Government of the Punjab, Agriculture Department, Lahore at least two days prior to interview date.
10. List of successful candidates shall be displayed on the Notice Board in addition to issuance of offer of appointment letters after approval of the recommendations of Department Selection Committee, by the competent authority.
11. The competent authority has the right to increase or decrease the number of posts.
12. The selected candidates under the project are not entitled for the benefit of any pay protection.
13. No post falls under the quota reserved for Women, Minorities and Disabled persons.

**FAKHAR IQBAL
SECTION OFFICER (R&E)
GOVERNMENT OF THE PUNJAB
AGRICULTURE DEPARTMENT
2-BANK ROAD, LAHORE
042-99210508**