

Government of Pakistan
Prime Minister's Secretariat (Public)
Earthquake Reconstruction & Rehabilitation Authority

JOB OPPORTUNITIES

ERRA intends to hire the services of professionals/staff against following vacant positions on contract basis for a period of one year. The Candidates who fulfill the requirements may send their applications with detailed CVs in sealed envelope clearly indicating the title of the post, addressed to the undersigned by **8th February, 2010**.

S.#	Name & No. of posts	Eligibility criteria	Maximum Age limit
PICU			
1.	Chief Coordinator =1	Masters degree, preferably in Management or Bachelor Degree with 25 years experience in Management.	50 years
WATSAN Sector			
2.	WASTAN Coordinator =1	Civil Engineering / Environmental Engineering (Preferably MSc) having minimum 5-years experience in the relevant field with min 5-years of experience Or MSc Environment Sciences with min 10 years of relevant experience.	50 years
Media Wing			
3.	Data Manager/Researcher =1	Bachelor Degree from HEC recognized university. Relevant Certificate/Diploma in computer applications. Expertise in Web Designing. Five years experience in any reputable organization. Good typing skills in English and Urdu Language.	40 years
Finance Wing			
4.	Financial Management Information System (FMIS) Specialist = 1	MBA Finance or ACCA or ICMA or CA Finalist with atleast two (02) years experience in an Account Function & ERP Environment. Proficient in use of MS Excel or Other MS office products. Experience of Public Sector will be preferred.	40 years
Urban Development Sector			
5.	Data Processing Programmer =1	BIT (Hons.); or MCS with minimum 5 years experience of working in relevant computerized environment. Knowledge of projects implementation and financial data handling will be preferred.	55 years
M&E Cell			
6.	Senior Manager =1	Master Degree in Civil Engineering with 20 years minimum experience in Public/Private Sectors Organizations. The candidates having qualification in earthquake related studies will be preferred.	50 years

TERMS & CONDITIONS

1. Appointment will be on contract basis with no right to claim for permanent employment.
2. Salaries will commensurate with the qualification & experience of the candidate(s).
3. Degrees/Diplomas & certificates of H.E.C recognized universities/institutions shall be accepted.
4. Upper age limit can be relaxed on account of experience and qualification.
5. Only short listed candidates will be called for interview.
6. Competent Authority has the right to increase or decrease number of vacancies at any stage.
7. The selected candidates can be posted anywhere in the Earthquake Affected Districts.

DIRECTOR (PROCUREMENT)
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