



**Punjab Rural Sustainable Water Supply and Sanitation
Project (PRSWSSP)/
Punjab Rural Municipal Services Company (PRMSC)**



JOB OPPORTUNITIES

Punjab Rural Municipal Services Company (PRMSC) is a government-owned not-for-profit company, incorporated with the Securities and Exchange Commission of Pakistan, under Section 42 of the Companies Act, 2017. The Company is executing a World Bank funded project titled "Punjab Rural Sustainable Water Supply and Sanitation Project (PRSWSSP)" in 16 Selected Tehsils of the Punjab Province.

Punjab Rural Municipal Services Company- Head Office (PRMSC-HO)

Sr. #	Positions	No. of Posts	Eligibility Criteria
1	Manager Finance & Budget	(1 Post)	<p>QUALIFICATIONS Master's Degree in Finance / Commerce / economics or ACCA/ACMA</p> <p>EXPERIENCE</p> <ul style="list-style-type: none"> In general, 07 years of relevant work experience in matters related to financial management, budgeting, accounting etc. 03 years of experience of working in similar projects/assignments, in similar capacity and in organizations with comparable conditions.
2	Research Manager	(1 Post)	<p>QUALIFICATIONS Masters Degree in Economics or Master in Public Policy or Statistics or relevant field</p> <p>EXPERIENCE</p> <ul style="list-style-type: none"> 5 years of experience in Research analysis At least one publication in a recognized Journal
3	Manager Software Development	(1 Post)	<p>QUALIFICATIONS BS/BSc in Computer Engineering/Software Engineering</p> <p>EXPERIENCE</p> <ul style="list-style-type: none"> 05 years of relevant work experience in matters related to software development, MIS, database administration g etc.
4	Assistant Manager Programming	(1 Post)	<p>QUALIFICATIONS BS / BSC Computer Science/IT/MIS</p> <p>EXPERIENCE</p> <ul style="list-style-type: none"> In general, 03 years of relevant work experience in matters related to computer programming, ICT etc.
5	Assistant Manager IT	(1 Post)	<p>QUALIFICATIONS BS / BSC Computer Science/IT/MIS</p> <p>EXPERIENCE</p> <ul style="list-style-type: none"> 3 years of relevant work experience in matters related to IT handling (software and hardware), MIS, database administration etc
6	Procurement Officer	(1 Post)	<p>QUALIFICATIONS Master degree in Procurement & Contracts Management/Business Administration/Finance / LLB / BSC Engineering</p> <p>EXPERIENCE</p> <ul style="list-style-type: none"> 3 years of relevant work experience in matters related to procurement.
7	Contract Officer	(1 Post)	<p>QUALIFICATIONS Master degree in Procurement & Contracts Management/Business Administration/Finance / LLB</p> <p>EXPERIENCE</p> <ul style="list-style-type: none"> 3 years of relevant work experience in matters related to contracts management,
8	Associate M&E	(1 Post)	<p>QUALIFICATIONS BS/BSc in Computer Science/IT/MIS/BSc Engineering in Civil/Environmental</p> <p>EXPERIENCE</p> <ul style="list-style-type: none"> 2 years of relevant work experience in matters related to data handling & analysis, reporting etc.

9	Associate Admin/HR	(1 Post)	QUALIFICATIONS 16 years of education in administration / social sciences/Humanities & Arts/ Commerce / HR EXPERIENCE <ul style="list-style-type: none"> Acquaintance with matters related to HR Management, Financial Management etc.
10	Driver	(2 Posts)	QUALIFICATIONS & EXPERIENCE <ul style="list-style-type: none"> Having a Valid Driving License 03 years of relevant work experience
11	Janitor	(1 Post)	QUALIFICATIONS & EXPERIENCE <ul style="list-style-type: none"> 03 years of relevant work experience

Punjab Rural Municipal Services Company- Tehsil Office (PRMSC-TO)

Noorpur Thal (Khushab), Isa Khel (Mianwali), Kot Momin (Sargodha), Kallar Kahar (Chakwal), Darya Khan (Bhakkar), Pakpattan (Pakpattan), Bhawana (Chiniot), Ahmed Pur Sial (Jhang), Rojhan (Rajanpur), Liaqat Pur (Rahimyar Khan), Taunsa (DG Khan), Kahrur Pakka (Lodharan), Khairpur Tamewali (Bahawalpur), Ali pur (Muzaffargarh), Bahawalnagar (Bahawalnagar), Shujabad (Multan).

Sr. #	Position	No. of Posts	Eligibility Criteria
1	Assistant Manager (Water Supply & Sewerage)	(1 Post)	QUALIFICATIONS <ul style="list-style-type: none"> BSc in Civil / public health Engineering EXPERIENCE <ul style="list-style-type: none"> 3 years of relevant work experience in matters related to civil engineering, infrastructure development etc. particularly in water supply sector.
2	Research Analyst (Environment/ Social Safeguard)	(2 Posts)	QUALIFICATIONS BS Environmental Sciences / Environmental Engineering/ Sociology/ Anthropology/Economics/ social sciences EXPERIENCE <ul style="list-style-type: none"> 2 years of relevant work experience in matters related to environment safeguards etc.

Note: Salaries will be market-based. Female candidates are encouraged to apply.

- Interested Candidates can avail the prescribed form from the official website of Local Government and Community Development Department (<https://lgcd.punjab.gov.pk/jobs>), (<http://www.prmisc.punjab.gov.pk/jobs>) and from office address mentioned below.
- Completely filled application form supported with required documents should reach the office of the company latest by **25-10-2024** before **04:00 PM**. Applications received after closing date & time will not be accepted and no excuse of Courier /Postal delay will be entertained.
- Government Employees are required to submit their applications through proper channel. Incomplete applications will not be considered. The degree should be recognized from HEC institutions.
- All posts will be on contract basis. Initial contract period is 03 years which is further extendable on the basis of satisfactory performance.
- No TA/DA will be admissible to candidates.
- In case of large number of Candidates, PRMSC reserve the right to decide upon any threshold marks / ratio of candidates vis-à-vis to be further considered in the recruitment process / Interview.
- PRMSC has the right to accept / reject or cancel any application or recruitment process without assigning any reason.
- No. of vacancies can be increased or decreased at any time without any notice.
- Please do write the post name for which you are applying, at the top right Corner of the envelope.

Punjab Rural Municipal Services Company
5th Floor KD Plaza MM Alam Road, Lahore.
PH: No. (042) 99333609



(Handwritten signature)