



**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	<b>Sr. Manager Procurement &amp; Contracts Officer</b>	<b>(01 Post)</b>	<b>QUALIFICATIONS</b> <ul style="list-style-type: none"><li>Master's degree in Procurement &amp; Contracts Management/ Business Administration/ Business Economics/ Finance/ LLB or BSc Engineering.</li></ul> <b>EXPERIENCE</b> <ul style="list-style-type: none"><li>In general, 10 years of relevant work experience in matters related to procurement, contract management, bids administration etc.</li><li>4 years of experience of working in similar projects/assignments, in similar capacity and in organizations with comparable conditions.</li></ul> <b>OR</b> <ul style="list-style-type: none"><li>Government Officer/ Public Servant (BPS 18) on deputation/transfer basis by Government.</li></ul>
2	<b>Communication Specialist</b>	<b>(01 Post)</b>	<b>QUALIFICATIONS</b> <ul style="list-style-type: none"><li>Master's degree in Mass Communications/ Public Relations</li></ul> <b>EXPERIENCE</b> <ul style="list-style-type: none"><li>In general, 8 years of relevant work experience in communications, marketing, outreach and advocacy etc.</li><li>4 years of experience of working in similar projects/assignments, in similar capacity and in organizations with comparable conditions.</li></ul>

**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 **12-08-2024** 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  
5<sup>th</sup> Floor KD Plaza MM Alam Road, Lahore.  
PH: No. (042) 99333609**

*Nida Munir*  
24/07/2024  
Nida Munir | Associate HR  
Punjab Rural Municipal Services  
Company / PRMSC | Head Office, Lahore



# PUNJAB RURAL MUNICIPAL SERVICES COMPANY

(Company Registered with SECP under section 42 of the Companies Act, 2017)



No. LG&CD/PRMSC/DGPR/HR/2024/33

July 24<sup>th</sup>, 2024

To,

The Director General, Public Relations (Punjab)  
21-Mahmood Ghaznavi (Abbot Road), Lahore

Subject: **PUBLICATION OF HUMAN RESOURCE UNDER PUNJAB RURAL MUNICIPAL SERVICES COMPANY**

I am directed to refer to the subject noted above and to enclose here a copy of an advertisement regarding the hiring of human resources for the position of Sr. Manager Procurement & Contracts Officer and Communication Specialist under Punjab Rural Municipal Services Company for publication in two National Newspapers combined (one in English and one in Urdu).

*Nida Munir*

Associate HR

PRMSC-LG&CD Department

Nida Munir Associate HR  
Punjab Rural Municipal Services  
Company (PRMSC), Head Office, Lahore

24/07/2024

CC:

1. PA to CEO, PRMSC, LG&CD Department.
2. Office file.

5<sup>TH</sup> FLOOR, KD PLAZA MM ALAM ROAD, LAHORE  
LAHORE. Ph: (042) 99333608 - (042) 99333616