

GOVERNMENT OF THE PUNJAB  
AGRICULTURE DEPARTMENT

**SITUATION VACANT**

Applications are invited from eligible persons (Male & Female) **domiciled in Punjab** for the following posts for recruitment on contract basis under the development project "Privatization of Extension Services to Enhance the Service Delivery" :-

1. **One post of Project Director (MP-I)**

**Qualifications:**

18 years Master degree in Agriculture/Master in Business Administration from HEC recognized university.

**Experience:**

- At least 20 years of professional experience of working including 10 years leading experience of management of projects and organizations related to the Agriculture, Agriculture R&D and development agencies and/or as consultant on assignments related to various agriculture and economic issues of value addition sectors.
- Working in Agriculture and related disciplines on preparation of production technologies and packages.
- Strong analytical and writing skills and experience of presenting complex agriculture related technical information in a comprehensible way for non-specialist readers.
- Well versed with the policy and strategy documents, so far been developed by governmental or development agencies for policy and institutional reforms in Pakistan/Punjab with respect to underlying economic factors and impact.
- Strong communication and computer skills in English and Urdu.
- Well versed with MS Office (Word, Power point, excel etc.).

**Maximum Age: Upto 60 years**

2. **One post of ICT Specialist (MP-II)**

**Qualifications:**

16 years Bachelor's degree in Computer System, Computer Engineering, Information System, Software Development or related field.

**Experience:**

- Minimum ten (10) years working experience in any field of IT in the public or private sector or with multiple ICT projects.
- Hands on experience and familiarity with ICT based innovative concepts for agriculture sector. Well versed with the various ICT based development model/approaches used in agriculture sector of Pakistan or abroad.
- Good working knowledge about application of ICTs for rural areas and development, commonly known as "ICT4D".
- Vastly experienced in writing requirements and functional design specification documents.

- Knowledge of mobile applications and telecommunication related communication methods.
- Deep understanding and exposure to coding on various platforms including Microsoft, Oracle etc.
- Strong technical skills in databases and GIS applications.
- Good communication skills and fluency in English and Urdu.

**Maximum Age: Upto 50 years**

3. **One post of M&E Expert (MP-II)**

**Qualifications:**

18 years Master Degree in Project Management/Agriculture/ M&E/MBA or other relevant administrative Sciences from a well reputed HEC recognized national or international Universities/ Institute/College.

**Experience:**

- Minimum 10 years of verifiable work experience with progressively increasing level of responsibility in public or private sector at monitoring and evaluation positions.
- Proven record and expertise in rigorous quantitative and qualitative research and implementation of analytical methods.
- Proficiency in the use of ICTs and job specific applications.
- Previous work experience in similar role in agriculture sector in Pakistan or abroad will be an advantage.

**Maximum Age: Upto 50 years**

4. **One post of Contract Specialist (MP-II)**

**Qualifications:**

18 years Master degree in Law/Quality Management/ Business Administration/Project Management.

**Experience:**

- A minimum of 10 years of relevant work experience in the Government, academia, international agency or the private sector, working with procurement of complex IT solutions.
- Experience in determining end-user requirements and procuring procedures to meet those needs.
- Key understanding of prevailing GoPb Procurement Legislations (PPRA 2014).
- Strong negotiation and contract management skills.
- Advanced proficiency in MS office-Outlook, word, excel and power point.
- Strong financial and analytical skills.
- Strong communication and interpersonal skills and capable of working with senior officials and
- Fluent written communication of English and Urdu.

**Maximum Age: Upto 45 years**

5. **One post of Financial Expert (MP-II)**

**Qualifications:**

16 years Master's Degree in Financial Services/ACMA/ ACCA or equivalent in Accounting & Finance, or Commerce from a reputed & recognized local/ international educational institute.

**Experience:**

- Minimum of 10 years of work experience in financial management in public sector organization preferably under a donor assisted project.
- Development sector experience will be an added advantage.
- Advanced proficiency in MS office-Outlook, word, excel and power point.
- Strong financial and analytical skills.
- Strong communication and interpersonal skills and capable of working with senior officials.

**Maximum Age: Upto 45 years**

6. **Two posts of Business Development Officer (MP-III)**

**Qualifications:**

16 years Master degree in Agriculture Economics/ Business Administration/Agriculture/Engineering or Project Management or other relevant degree from a well reputed HEC recognized national or international University/Institute/College.

**Experience:**

- Minimum 5 years of verifiable work experience, with progressively increasing level of responsibility in public or private sector at monitoring and evaluation positions.
- Proven record and experience in rigorous quantitative and qualitative research and implementation of analytical methods.
- Demonstrated hands-on practical experience of setting up and managing dashboard monitoring system preferably in the cash disbursement environment.
- Proficiency in the use of ICTs and job specific applications.
- Previous work experience in similar role in agriculture sector in Pakistan or abroad will be an added advantage.

**Maximum Age: Upto 45 years**

**NOTE**

1. Relaxation in upper age limit is not admissible.
2. In case of other relevant degrees/certificate, the equivalence certificate issued by the HEC/concerned Board will be provided by the candidate.
3. Retired persons are not eligible. The contract appointments are temporary in nature, non-transferable, job/post specific, non-pensionable & conferring no right for regularization. The contract appointment will be **initially for one (01) year** which can be extended upto project period with the approval of competent authority.

4. In case the project period is reduced/enhanced, contract appointment order will be amended accordingly with approval of competent authority.
5. 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.
6. The applications on prescribed form (which can be downloaded from [www.agripunjab.gov.pk](http://www.agripunjab.gov.pk)) may be addressed to the **Secretary Agriculture, Government of the Punjab, Civil Secretariat, 2-Bank Road (Old P&D Building), Lahore** clearly indicating the project/post applied alongwith 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 **23<sup>rd</sup> December, 2021**. Late and incomplete applications will not be considered and only eligible candidates will be called for test/interview. No TA/DA shall be paid.
7. The candidates can also apply at [www.jobs.punjab.gov.pk](http://www.jobs.punjab.gov.pk). **However, hard copy of application form alongwith complete attested relevant documents is mandatory** to submit to this department.
8. 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.
9. 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 Departmental Selection/Recruitment Committee.
10. The competent authority has the right to increase or decrease the number of posts.
11. The selected candidates are not entitled for the benefit of any pay protection.
12. No post falls under the quota reserved for Women, Minorities & Disabled persons.

**FAKHAR IQBAL**  
**Section Officer (R&E)**  
**Government of the Punjab,**  
**Agriculture Department,**  
**2-Bank Road, Lahore**  
**042-99210508**