

Most Urgent



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**NO. SO (R&E) 6-2/2019 - Wheat
GOVERNMENT OF THE PUNJAB
AGRICULTURE DEPARTMENT**

Dated Lahore, the 24th January, 2020

To

The Secretary Services,
Government of the Punjab,
S&GAD.

Subject: **RECRUITMENT AGAINST THE POST OF PROJECT DIRECTOR,
BPS-19/20 UNDER THE DEVELOPMENT PROJECT "NATIONAL
PROGRAMME FOR ENHANCING PROFITABILITY THROUGH
INCREASING PRODUCTIVITY OF RICE"**

I am directed to refer to the subject noted above and to state that Government has approved the subject development project and one post of Project Director, BPS-19/20 is required to be filled in by selection from amongst the Officers working under Punjab Government on competitive basis. The job description, qualification/eligibility criteria of the post is **enclosed** alongwith application form which can also be downloaded from www.agripunjab.gov.pk. The cutoff date for submission of applications is **27th February, 2020**.

2. You are requested to kindly circulate the above post of Project Director in all departments working under Government of the Punjab.

**(FAKHAR IQBAL)
SECTION OFFICER (R&E)**

cc.

1. The Director General Agri. (Ext. & AR), Punjab, Lahore.
2. The Director of Agriculture (Information), Lahore with the request to upload this letter, eligibility criteria and application form on the official website of this department.
3. PS to Secretary, Agri. Deptt.

**GOVERNMENT OF THE PUNJAB
AGRICULTURE DEPARTMENT**

**National Programme for Enhancing Profitability through Increasing
Productivity of Rice**

One post of Project Director, BPS-19/20

Qualification:

M.Sc. (Hons.) in Agriculture/ Agriculture Engineering/Agriculture Economics

Experience:

- Minimum 30 years including 15 years on supervisory position.
- Expertise in HR/Admin. Procurement and Financial flows.
- Basic knowledge of Government laws/ rules and procedures.
- Experience in project planning, project execution. Field monitoring and project report writing.

Job Description:

- Responsible for Implementation of project through field staff of Extension & AR Wing.
- Responsible for all procurements to be made in the project.
- Provide leadership to the project having focus on the improvement of service delivery on Extension activities to the farmers at their door step through modern technology.
- To guide the farmers for the increase of crop production by adopting latest technology/techniques of domestic and international research.
- Coordinate with District entities of Agriculture Extension and Research Wings and other stakeholders to ensure the implementation of the project as per Implementation plan of the PC-I.
- Ensure quality and substance of periodic monitoring and evaluation requirements.
- Responsible to prepare action plan for the implementation of the project as per TORs.
- Responsible to prepare physical and financial achievements on fortnightly monthly, quarterly and annual basis and will present as and when required by the higher authorities for inspection and verification.
- Ensure timely submission of demand of funds, re-appropriation, excess and surrender as per budget schedule and requirement of the department.
- After the completion of the project he will submit PC-IV as well as complete project report in the shape of a booklet covering all events including financial activities for third party evaluation / P&D evaluation.
- Any other duties assigned by higher ups.

Mode of Recruitment

From officers working under Punjab Government on competitive basis by transfer/ posting.