



<https://jobs.baaghitv.com/job/punjab-municipal-development-fund-company-pmdfc-jobs/>

## Punjab Municipal Development Fund Company (PMDFC Jobs) | Lahore Jobs | Program Officer

### Description

**Punjab Municipal Development Fund Company (PMDFC)** Invites applications from Pakistani Nationals for the following positions.

### Vacant Positions

1. Senior Program Officer (Procurement)
2. Senior Program Officer (Internal Audit)
3. Program Officer (Procurement)
4. Program Officer (Environment & Social Management)
5. Program Officer (Coordination)
6. Program Officer (Infrastructure Development)
7. Deputy Program Officer (Financial Management)
8. Deputy Program Officer (Infrastructure Development)
9. Research Analyst (Planning)
10. Research Analyst (Economist)
11. Office Receptionist
12. Program Officer (Monitoring & Evaluation)

### Hiring organization

Punjab Municipal Development Fund Company (PMDFC)

### Employment Type

Full-time

### Industry

Punjab Government

### Job Location

PMDFC, 54000, Lahore, Punjab, Pakistan

### Date posted

November 18, 2021

### Valid through

05.12.2021

### [State Bank of Pakistan \(SBP\) Jobs](#)

### [Punjab Population Innovation Fund \(PPIF\) Jobs](#)

### Qualifications

The aforesaid Job announcement is published in **Jang Newspaper**. Last date to submit the applications is **November 30, 2021**. For more details about the vacancies, Please see below Job Advertisement for job descriptions, job requirements (e.g. experience, qualification, and age limit), and other perks and privileges' offered by the department.

### [Cabinet Secretariat, Government of Pakistan, Islamabad Jobs](#)

### [Special Education Punjab, Lahore Jobs](#)

### Contacts

گورنمنٹ آف پاکستان کی طرف سے جاری کیے جانے والے ایک ایسے پروگرام کی طرف سے کھلی ہوئی جگہوں کی فراہمی

**PUNJAB MUNICIPAL DEVELOPMENT FUND COMPANY**

**Positions Available**

- In-continuation of previous advertisement published in newspapers "The Jang" dated: November 03, 2021 and "DAWN" dated: November 05, 2021.
- Those Candidates who have already applied, they are not required to re-submit their applications.
- Government employees may apply through proper channel (i.e. their parent department), NOC will be required in case of selection

The Government of Pakistan has received a loan, Credit No.6243-PK from International Development Association (IDA) towards the cost of Punjab Cities Program (PCP), being implemented through the Punjab Municipal Development Fund Company (PMDFC). The program is to strengthen the performance of participating urban local governments in urban management and service delivery. Under the program, Head Office and three regional offices will be established at Gujranwala, Faisalabad and Khanewal to provide technical support to Municipal Committees. PMDFC is seeking the services of following professionals for Punjab Cities Program (PCP).

Sr. #	Positions	Required Qualification & Experience
<b>PCP Staff</b>		
1	Senior Program Officer (Procurement) (01 Post - Lahore Based)	<ul style="list-style-type: none"> <li>• 16 years' of education or higher degree in Engineering/ Commerce/ Business/ Management studies.</li> <li>• Minimum 12 years' post qualification experience of procurement of works, goods and services. Must have thorough understanding of PPRA rules, World Bank Procurement Regulations, Guidelines and experience in its application. Ability to administer advertisements, EOI's, RFP's, Bidding Documents &amp; evaluations. Prior working experience with public sector entities &amp; donor agencies and knowledge of Local Government Systems and regulatory framework will be an added advantage.</li> <li>• Maximum age limit is 63 years.</li> </ul>
2	Program Officer (Internal Audit) (01 Post - Lahore Based)	<ul style="list-style-type: none"> <li>• 16 years' of education or higher degree in Finance/Commerce (M.Com)/MBA (Finance) /Banking/CA/ACCA/ACMA from HEC recognized Institutes.</li> <li>• Minimum 08 years' of post qualification experience for 16 years' education or 05 years' for 17 years' or above education, in conducting audits and Internal Audit in private /public organization. Prior working experience with public sector entities and donor agencies and knowledge of Local Government Systems and regulatory framework will be an added advantage.</li> <li>• Maximum age limit is 55 years.</li> </ul>
3	Program Officer (Procurement) (02 Posts - Lahore Based)	<ul style="list-style-type: none"> <li>• 16 years' of education or higher degree in Engineering/ Commerce/ Business/ Management studies.</li> <li>• Minimum 08 years' post qualification experience for 16 years' education or 05 years' for at least 17 years', education related to procurement of works, goods and services. Must have thorough understanding of PPRA rules and World Bank procurement regulations &amp; PEC. Ability to develop advertisements EOI's, RFP's, Bidding Documents &amp; evaluation. Prior working experience with public sector entities &amp; donor agencies and knowledge of Local Government Systems &amp; regulatory framework will be an added advantage.</li> <li>• Maximum age limit is 55 years.</li> </ul>
4	Program Officer (Environment & Social Management) (01 Post - Lahore Based)	<ul style="list-style-type: none"> <li>• 16 years' of education or higher degree in Environmental Engineering/ Sciences from a HEC recognized university.</li> <li>• Minimum 08 years' of post qualification experience for 16 years' education or 05 Years' for 17 years' or above education; of professional and technical experience with increasing level of responsibility in environmental analysis &amp; social safeguards assessments. Must have demonstrated experience in developing IEEs, EIAs and EMMPs required under public sector environmental regulations. Experience of preparing Social Assessment Report (SAR), Social Management Plans (SMPs), Resettlement &amp; Rehabilitation Action Plans (RAPs) as required in compliance with ESF. The candidate should also have practical and demonstrative experience to tackle the social issues arises time to time and their management. Prior working experience with public sector entities, donor agencies and familiarity with government environmental regulations and best practices. Working knowledge of foreign aided project, Local Government Systems &amp; regulatory framework will be an added advantage.</li> <li>• Maximum age limit is 55 years.</li> </ul>
5	Program Officer (Coordination) (01 Post - Lahore Based)	<ul style="list-style-type: none"> <li>• 16 years' of education or higher degree in Commerce or Business Studies from a HEC recognized Institute</li> <li>• Minimum 08 years' of post qualification experience for 16 years' education or 05 years' for 17 years' or above education. Ability to schedule and plan meetings and keep up to date information about Program activities. Keep strong liaison with major stakeholders and regional offices.</li> <li>• Maximum age limit is 55 years.</li> </ul>
6	Program Officer (Infrastructure Development) (01 Post - Gujranwala Based)	<ul style="list-style-type: none"> <li>• 16 years of education or higher degree in Civil Engineering from HEC recognized University.</li> <li>• Minimum 08 years' of post qualification experience for 16 years' education or 05 years' for at least 17 years' education related to Planning, designing and supervising infrastructure Development projects and operation &amp; maintenance of municipal services infrastructure.</li> <li>• Maximum age limit is 55 years.</li> </ul>
7	Deputy Program Officer (Financial Management) (01 Post - Khanewal Based)	<ul style="list-style-type: none"> <li>• 16 years' of education or higher degree in Finance/Commerce (M.Com)/MBA (Finance) /Banking or Business Studies from HEC recognized Institutes.</li> <li>• Minimum 4 years' of post qualification experience in Financial Management , Budgeting and planning, audit and accounts. Ability to access the data collection needs and design the field data collection templates in consultation with the core team. Review the implementation of computerized financial management system in consultation with stakeholders. Working knowledge Local Government systems and regulatory framework will be an added advantage.</li> <li>• Maximum age limit is 45 years.</li> </ul>
8	Deputy Program Officer (Infrastructure Development) (02 Posts - Lahore Based)	<ul style="list-style-type: none"> <li>• 16 years' of education or higher degree in Civil Engineering from HEC recognized University.</li> <li>• Minimum 4 years' of post qualification experience of design and implementation of infrastructure development projects and overview of operation &amp; maintenance of municipal services infrastructure especially in water, sanitation, solid waste management and other civil works.</li> <li>• Maximum age limit is 45 years.</li> </ul>
9	Research Analyst (Planning) (01 Post - Lahore Based)	<ul style="list-style-type: none"> <li>• 16 years' of education or higher degree in Urban &amp; Regional Planning / Town Planning from HEC recognized University.</li> <li>• Fresh candidate however an experience would be an added advantage.</li> <li>• Maximum age limit is 30 years.</li> </ul>
10	Research Analyst (Economics) (01 Post - Lahore Based)	<ul style="list-style-type: none"> <li>• 16 years' of education or higher degree in Economics/Statistics/Business Studies from HEC recognized University.</li> <li>• Fresh candidate however an experience would be an added advantage.</li> <li>• Maximum age limit is 30 years.</li> </ul>
11	Office Receptionist (01 Post - Lahore Based)	<ul style="list-style-type: none"> <li>• Graduation</li> <li>• 03 year' relevant experience</li> <li>• Should be IT literate</li> <li>• Maximum age limit is 35 years.</li> </ul>
12	Program Officer (Monitoring & Evaluation) (01 Post - Lahore Based)	<ul style="list-style-type: none"> <li>• 16 Year's of education or higher degree in business/Public Administration/Economics/Business Economics from HEC recognized institute.</li> <li>• Minimum 08 years' of post qualification experience for 16 years' education or 05 years' for 17 years' or above education and technical experience with strong knowledge of logical framework approach and M&amp;E methods and tools. Excellent experience in data collection research and reporting mechanism, designing survey methodology and field visits. Hands on experience of MS project and statistical tools will be an added advantage.</li> <li>• Maximum age limit is 55 years.</li> </ul>

The compensation for the positions is market-driven, commensurate with experience and qualifications. Please apply in confidence by November 30, 2021. Only short-listed candidates will be called for interview who will apply through this job portal, [www.jobs.punjab.gov.pk](http://www.jobs.punjab.gov.pk).

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- Note:
- Only short-listed candidates will be called for interview.
  - Date of measuring age will be from DOB upto last date of receipt of application

**General Manager (F&A) PMDFC**

