



# VACANCIES



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

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

#### 1. Manager (Procurement) (1 Post)

##### QUALIFICATION & EXPERIENCE

- Master degree in Procurement & Contracts Management / Business/ Administration / Finance / LLB/ BSc Engineering.
- In general, 5 years of relevant work experience in matters related to Procurement, Contract Management and bids administration etc.
- 3 years of experience of working in similar projects / assignments, in similar capacity and in organizations with comparable conditions.

#### 2. Manager (Finance & Budget) (1 Post)

##### QUALIFICATION & EXPERIENCE

- Master's Degree in Finance/ Commerce/ Economics or ACCA/ ACMA.
- In general, 07 years of relevant work experience in matters related to Financial Management, budgeting and accounting etc.
- 3 years of experience of working in similar projects/assignments, in similar capacity and in organizations with comparable conditions.

#### 3. Manager (Monitoring & Evaluation) (1 Post)

##### QUALIFICATION & EXPERIENCE

- 3 Master's degree in Computer Science/ IT/ MIS/ BSc Engineering in Civil/ Environmental.
- In general, 8 years of relevant work experience in matters related to monitoring & evaluation, quality assurance, data handling & analysis etc.
- 4 years of experience of working in similar projects/ assignments, in similar capacity and in organizations with comparable conditions.

#### 4. Assistant Manager (Programming) (1 Post)

##### QUALIFICATION & EXPERIENCE

- BS/ BSC Computer Science/ IT/ MIS.
- In general, 03 years of relevant work experience in matters related to Computer Programming and ICT etc.

#### 6. Manager (Human Resource) (01 Post)

##### QUALIFICATION & EXPERIENCE

- Master degree in HR/ Administration/ Social Sciences/ Commerce.
- 5 years of relevant work experience in matters related to HR management, personnel management etc.
- 3 years of experience of working in similar projects/ assignments, in similar capacity and in organizations with comparable conditions.

#### 7. Deputy Manager (Finance) (1 Post)

##### QUALIFICATION & EXPERIENCE

- Master degree in Finance/ Accounting/ Commerce/ economics / or ACCA/ ACMA.
- 05 years of relevant work experience in matters related to Financial Management, Budgeting and Accounting etc.

#### 8. Deputy Manager (Accounts & Budget) (1 Post)

##### QUALIFICATION & EXPERIENCE

- Master degree in Commerce / Accounting or ACCA / ACMA.
- 05 years of relevant work experience in matters related to financial management, budgeting and accounting etc.

#### 9. Deputy Manager (MIS/ERP) (1 Post)

##### QUALIFICATION & EXPERIENCE

- BS/BSc in Computer Science/ IT/ MIS
- 5 years of relevant work experience in matters related to IT handling (Software and Hardware), MIS and Database Administration etc.

#### 10. Manager (Software Development) (1 Post)

##### QUALIFICATION & EXPERIENCE

- BS/ BSc in Computer Engineering /Software Engineering.
- 05 years of relevant work experience in matters related to Software Development, MIS and Database Administration etc.

**5. Photographer  
(1 Post)**

**QUALIFICATION & EXPERIENCE**

- Matriculation
- 2 years of relevant work experience.

**11. Associate (Monitoring & Evaluation)  
(1 Post)**

**QUALIFICATION & EXPERIENCE**

- BS/BSc in Computer Science/ IT/ MIS/ BSc Engineering in Civil/ Environmental.
- 2 years of relevant work experience in matters related to data handling & analysis and reporting etc.

**Note: Salaries will be market based. Women and candidates from minorities are encouraged to apply.**

1. 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>) or from office address mentioned below.
2. Completely filled application form supported with required documents should reach the office of the company latest by **30-9-2022** before **04:00** PM. Applications received after closing date & time will not be accepted and no excuse of Courier /Postal delay will be entertained.
3. Government Employees are required to submit their applications through proper channel. Incomplete applications will not be considered. The degree should be recognized from HEC institution.
4. All posts will be on contract basis. Initial contract period is 3 years which is further extendable on the basis of satisfactory performance.

**CEO PRMSC/Project Director PRSWSSP  
Punjab Rural Municipal Services Company  
03-A, Canal View Cooperative Society, Thokar Niaz Baig, Lahore.  
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