

WANTED

Pakistan Mineral Development Corporation (Pvt) Limited (PMDC), a public sector entity of Government of Pakistan under the administrative control of Petroleum Division, Ministry of Energy, is looking for high caliber professionals for appointment to the positions mentioned below. The prescribed qualification, experience and age limit for the candidates and other terms of appointment are as follows:-

Sr. No	Name of post & pay package	No. of posts/ provincial quota	Age limit up to	Required qualification, experience and tenure of appointment.
1	General Manager (Sales & Marketing) PMDC Head Office, Islamabad (Market based negotiable salary package)	01 (merit)	55 years	i. Masters in Business Administration (MBA) from the Universities recognized by Higher Education Commission (HEC) ii. Minimum of twenty (20) years' work experience (post-qualification) in relevant professional area in national/international entities. iii. The selected candidate will be appointed on contract basis for a period of three (3) years, extendable on satisfactory performance.
2	Manager(IT) PMDC Head Office, Islamabad (Market based negotiable salary package)	01 (merit)	40 years	i. Bachelor's degree in Information Technology/ Computer Science. ii. Minimum of twelve (12) years experience with a minimum of five (5) years experience as Team Lead in relevant field in a commercial organization. IT professional with experience in digitization of a commercial organization, implementing communications networking - emails, shared virtual workspaces and coordinating implementing ERP solutions. iii. The selected candidate will be appointed on contract basis for a period of two (2) years, extendable on satisfactory performance.
3.	Data Processor PMDC Head Office, Islamabad (Market based negotiable salary package)	01 (merit)	35 years	i. Bachelor in Computer Sciences (BCS). ii. Minimum of five (5) years relevant experience. Experienced database administrator, well-versed in developing databases in MS Access and Oracle. Prior experience of developing human resource and commercial sales database will be an advantage. iii. The selected candidate will be appointed on contract basis for a period of two (2) years, extendable on satisfactory performance.
4.	Mining Sirdars	Merit -1 Punjab-5 AJK/GB-1	25 years	Matric with Underground Sirdar's Certificate. Minimum of three (3) years work experience in the field of mining. (PMDC Pay Scale: 11770-730-33670)

1. All appointments will be made on merit basis
2. Age will be reckoned as on the last date fixed for submission of applications.
3. Being an equal opportunity employer, the organization encourages women to apply
4. Applicants presently working in Government/semi-government/public sector organizations should apply through proper channel.
5. Internal candidates who fulfill the criteria are eligible to apply.
6. Late and incomplete applications will not be entertained.
7. Only short-listed candidates will be called for test/interview.
8. No TA/DA will be admissible for test/interview.
9. Please indicate the post applied for **on top left corner of envelope**.
10. The selected candidates will be required to serve the organization in all Provinces of the country.
11. Applications along with complete Bio-Data, attested photocopies of testimonials, domicile, experience certificate and copy of CNIC with recent passport size photograph should reach this office within fifteen (15) days from the date of publication of this advertisement. Soft copy of the application and its accompanying documents may also be e-mailed at: info@pmdc.gov.pk

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