



**Government of Pakistan**  
**M/o National Health Services, Regulations & Coordination**  
**NATIONAL INSTITUTE OF POPULATION STUDIES**  
**NIH, CHAK SHAHZAD, ISLAMABAD**



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**JOB OPPORTUNITY**  
**Walk-In Interviews**

**Venue: National Institute of Population Studies, NIH, Park Road, Chak Shahzad, Islamabad:- 24-09-2021 (from 10 AM To 05 PM)**

**Venue: Regional Training Institute, Plot # 52 & 53, D Block, Civic Centre, Johar Town, Lahore:- 27<sup>th</sup> & 28<sup>th</sup> September, 2021 (from 09 AM To 04 PM)**

**Venue: Regional Training Institute, M. D Officers Town, Near Multan Public School, Post Office BZU, Multan:- 30-09-2021 (from 09 AM To 04 PM)**

National Institute of Population Studies (NIPS) is implementing an activity titled "Longitudinal Panel Study using Performance Monitoring and Action (PMA) Framework (2<sup>nd</sup> Phase)". In order to fulfill the core requirements, NIPS requires the services of suitable candidates from selected Districts, Tehsils and Qanoongo Halqa/Charge of Punjab Province on purely temporary basis (contract) for the period mentioned against each position. The list of selected Districts, Tehsils and Qanoongo Halqa/Charge can be seen from the NIPS Website [www.nips.org.pk](http://www.nips.org.pk), The detail is as under:-

S #	Detail of Posts	Duration (Months)	No of Posts	Age (Years)	Pay	Qualification(s) / Experience Required
1	Project Advisor	90 Days	01	Maximum age 70 years	Negotiable	Ph.D. or Master's degree in Social Sciences i.e.; Demography, Economics, Statistics, Anthropology or Sociology and Public Health from a reputable recognized foreign/local university with at least twenty five years' experience in research. The candidate should have previous work experience in family planning, strong project management, analytical and writing skills.
2	Data Processing Manager	03 months	01	Maximum age 50 years	Negotiable	MSc / BS (Honors) in computer science or Economics/ Statistics with minimum of five years' experience in data analysis and application development. Should have complete familiarity of SPSS, STATA and CPro etc. and should have worked as a team member of an IT unit in a field data collection at national level with clear concepts of application based quality data collection monitoring.
3	Office Coordinator	03 months	01	Maximum age 35 years	90,000/- per month	M.Phil. or Master's degree in Social Sciences from a reputable recognized foreign / local university with strong analytical skills and coordination of field teams.
4	Admn / Account Personal	03 months	01	Maximum age 50 years	65,000/- per month	B.A, B.Sc. BBA with computer skills and good typing speed and experience in Administrative / Accounts matters.
5	Female Enumerators/ Field Editor	25/30 days	52	25-35 years	2,000/- per day	Master / BS Honors degree in Social Sciences and experience in conducting interviews. Only resident of relevant/concerned districts i.e. Bahawalnagar, Bhakkar, Jhang, Khanewal, Layyah, Muzaffargarh, Pakpattan, Rawalpindi, Sheikhpura, Sialkot and Gujranwala can apply.
6	Office Editors / QCs	03 months	08	Maximum age 60 years	60,000/- per month	Master degree / BS (Honors) in Social Sciences and experience in household surveys data collection, editing and field monitoring.
7	Data Entry Operators	03 months	08	Maximum age 35 years	40,000/- per month	Should have Bachelor and expertise in MS office, CPro. The candidate must have typing speed of 10,000 key depression per hours.
8	Driver (local)	03 months	01	25-40 years	25,000/- per month	Matric pass, should possess a valid driving license both of light and heavy vehicles and well versed in traffic rules
9	Peon (local)	03 months	02	25-40 years	25,000/- per month	Middle pass and having previous experience.

- No TA/DA will be admissible for the candidates, TOR's and name of districts are available on NIPS website: ([www.nips.org.pk](http://www.nips.org.pk)).
- Applicants who do not fulfill the criteria will not be entertained.
- For any query, please contact to Admn, NIPS during office timings i.e. 09:00 am to 5:00 pm.
- The Institute reserves the right to stop the recruitment proces at any stage and also to increase or decrease the number of vacancies / duration according to the rules.

SUPERINTENDENT (ADMN),  
 Contact No. 051-9255937, and 051-9255940  
[www.nips.org.pk](http://www.nips.org.pk)

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