



OPPORTUNITY TO BECOME A PART OF PCAA'S PROFESSIONAL TEAM SITUATION VACANT NOTICE NO. 27/2023

Pakistan Civil Aviation Authority requires services of qualified individuals to fill the following vacant posts on **contract basis** for **three (03) years** (extendable) where selection will be made purely on suitability and merit:-

Post	No. of Positions	Prescribed Qualification / Experience / Desired Skills	Quota & Pay Scale	Age Limit
Joint Director Operations & Regulations (Coordinator) (Equivalent to EG-05)	One (01)	<ul style="list-style-type: none"> ▪ Graduate ▪ Minimum 05 years in aviation / airlines as flight operations or training coordinator ▪ Have working knowledge of the Flight Standards, Licensing and Aeromedical Directorates ▪ Experience in working with the Flight Standards, Licensing and Aeromedical Directorates ▪ Proficient computer skills including spreadsheets, MS Words ▪ Working knowledge of scheduling and rostering 	<ul style="list-style-type: none"> ▪ Merit ▪ Lump Sum Pay Package shall be offered as Rs.345,732/- per month with 05% annual increment <p>(Negotiable as per policy)</p>	<ul style="list-style-type: none"> ▪ Maximum 45 years <p>(including all age relaxations)</p>
Flight Dispatch & Flight Duty Time Limitations Inspector (Equivalent to Joint Director / EG-05)	One (01)	<ul style="list-style-type: none"> ▪ Graduate (BS), preferably in Aviation Management ▪ Flight Operations Officer (FOO) License ▪ Minimum 04 Years experience in Aviation / Airlines (may be relaxed based on qualification) ▪ Experience in flight crew scheduling and rostering ▪ Proficient knowledge of Flight Duty Time Limitations 	<ul style="list-style-type: none"> ▪ Merit ▪ Lump Sum Pay Package shall be offered as Rs.345,732/- per month with 05% annual increment <p>(Negotiable as per policy)</p>	<ul style="list-style-type: none"> ▪ Maximum 45 years <p>(including all age relaxations)</p>

Application Procedure:

- (a) Interested candidates are required to fill & submit Online Job Application Form available at www.caapakistan.com.pk within fifteen days from the date of this advertisement.
- (b) Candidates will be required to upload scanned copies of certificate / degree of the required qualification only of the concerned post as mentioned above and CNIC while applying for the job.
- (c) In case a candidate does not upload the above documents with the online application form, his/her application will be rejected.
- (d) All the interested candidates must read the Terms of Reference (TOR) mentioned in the detailed notice available at www.caapakistan.com.pk before applying for the post.

Terms of Reference

- i) Candidates not fulfilling the above requirements or submitting incomplete application shall not be considered.
- ii) Test / Interview will be conducted at Karachi, Lahore, Islamabad, Peshawar and Quetta for which separate notices will be issued (depending on the number of candidates).
- iii) The candidates to be called for the interview have to produce original documents for necessary verification while appearing for the interview.

- iv) **No TA / DA is admissible for test / interview.**
- v) **Appointment will be subject to CAA's medical fitness standards.**
- vi) **Selected candidates will be required to serve anywhere in Pakistan as per requirement of CAA**
- vii) **Government servants / employees of autonomous bodies / corporations will be required to submit NOC from current employer before interview.**
- viii) **Application received after due date will not be considered / entertained.**
- ix) **Misinformation and any attempt to influence the selection process will be considered as a definite disqualification for current as well as future recruitment in CAA, even if the candidate is otherwise qualified.**
- x) **In case, any educational documents or any other document provided by the applicants is found incorrect / fake / bogus at any stage, the services of selected candidate will be terminated immediately and he / she will be blacklisted in future.**
- xi) **CAA encourages equal employment opportunity to women and people belonging to minorities.**
- xii) **CAA reserves the right to cancel the partial or whole recruitment process at any stage.**

**ADDITIONAL DIRECTOR HR (TM)
HEADQUARTERS PAKISTAN CIVIL AVIATION AUTHORITY,
TERMINAL-I, JINNAH INTERNATIONAL AIRPORT, KARACHI
TEL: 021-99072067**