



ہائر ایجوکیشن کمیشن

HIGHER EDUCATION COMMISSION
H-9, Islamabad (Pakistan), Exchange: (051) 90400000
Tele:051-90401426, 90401411

POSITIONS VACANT

Applications are invited from Pakistani Nationals for the following Project Funded Positions on contract basis:

S #	Position	Project Name	Quota	Qualification / Experience	Max. Age
1.	Project Director Project Pay Scale (PPS-10) Rs. 437,500/- per month (All inclusive) No. of Posts = 01	Strengthening of Lab. Facilities in 05 Leading Engineering Universities (UET Peshawar, Taxila, Lahore, Khuzdar & NED Karachi)	Merit=1	Master's Degree or equivalent (at least 2nd Division) from HEC recognized University/Institution, with twelve years relevant experience in public/private sector organization of good repute including five years managerial experience.	55 Years
2.	Project Director Project Pay Scale (PPS-09) Rs. 306,250/- p.m. (All inclusive) No. of Posts = 02	Award of Allama Muhammad Iqbal 3000 Scholarships to Afghan Students (Prime Minister's Directive) Master Leading to Ph.D Scholarship Program (Indigenous and Overseas for the Students of Balochistan (HEC) (An Initiative of the Aghaz-e-Haqooq-e-Balochistan Package)	Merit=1 Merit=1	Master's Degree or equivalent (at least 2nd Division) from HEC recognized University/Institution, with seven years' relevant experience in Public / Private sector organization of good repute including five years managerial experience after final degree.	55 Years
3.	Project Manager Project Pay Scale (PPS-08) Rs. 218,750/- p.m. (All inclusive) No. of Posts = 01	Ph.D. Scholarship Program under US-Pakistan Knowledge Corridor (Phase-I)	Punjab=1	Master's Degree or equivalent (at least 2nd Division) from HEC recognized University / Institution with five years relevant experience in Public/Private Sector organization of good repute including three years' experience in managerial/supervisory level. Proficiency in MS-Office and MS-Project is must.	50 Years
4.	Dy. Project Director Project Pay Scale (PPS-08) Rs. 218,750/- p.m. (All inclusive) No. of Posts = 01	Master Leading to Ph.D Scholarship Program (Indigenous and Overseas for the Students of Balochistan (HEC) (An Initiative of the Aghaz-e-Haqooq-e-Balochistan Package)	Merit=1	Master's Degree or equivalent (at least 2nd Division) from HEC recognized University / Institution with five years relevant experience in Public/Private Sector organization of good repute including three years' experience in managerial/supervisory level. Proficiency in MS-Office and MS-Project is must.	50 Years
5.	Accounts Manager Project Pay Scale (PPS-07) Rs. 157,500/- p.m. (All inclusive) No. of Posts = 01	Ph.D. Scholarship Program under US-Pakistan Knowledge Corridor (Phase-I)	Merit=1	MBA (Finance)/M.Com/CMA or equivalent (at least 2nd Division) from HEC recognized University/ Institution with three years' relevant experience in private/public organization including one year mid-level management experience after final degree.	40 Years
6.	Assistant Project Manager Project Pay Scale (PPS-06) Rs. 105,000/- p.m. (All inclusive) No. of Posts = 02	Master Leading to Ph.D Scholarship Program (Indigenous and Overseas for the Students of Balochistan (HEC) (An Initiative of the Aghaz-e-Haqooq-e-Balochistan Package)	Balochistan=1 Gilgit Baltistan=1	Master's Degree or equivalent (at least 2nd Division) from HEC recognized University / Institution with two years relevant experience. Proficiency in MS-Office and MS-Project is must.	40 Years
7.	Assistant Accounts Manager Project Pay Scale (PPS-06) Rs. 105,000/- p.m. (All inclusive) No. of Posts = 01	Scholarship Program for the Students of Gilgit-Baltistan (GB) in Top Pakistani Universities-Institutions	Merit=1	MBA(Finance)/M.Com/CMA (16 years education)(at least 2nd Division) from HEC recognized University/Institution with three years experience in private/ public organization.	40 Years
8.	Assistant Project Pay Scale (PPS-06) Rs. 105,000/- per month	Strengthening of Lab. Facilities in 05 Leading Engineering Universities (UET Peshawar,	Punjab=1	Master's Degree or equivalent (16 years) (at least 2nd Division) from HEC recognized University / Institution with two years relevant	40 Years

	(All inclusive) No. of Posts = 01	Taxila, Lahore, Khuzdar & NED Karachi)		experience. Proficiency in MS-Office and MS-Project is must.	
9.	Office Assistant Project Pay Scale (PPS-05) Rs. 70,000/- p.m. (All inclusive) No. of Posts = 02	Ph.D Scholarship Programme under US-Pakistan Knowledge Corridor (Phase-I)	Punjab=1 Khyber Pakhtunkhwa=1	Graduation (14 years) (at least 2nd Division) from HEC recognized University / Institution with two years' work experience in Public / Private sector organization of good repute. Advance use of MS-Office is must.	40 Years

* **"Experience" means experience gained after obtaining the Minimum required qualification."**

- Applicants are required to apply online from HEC website <https://careers.hec.gov.pk>. **No need to send hard copy of C.V. and documents.**
- Test/Interview of eligible candidates residing outside the Islamabad / Rawalpindi region and vicinity will be conducted via Audio/Video conferencing at the nearest possible location of the candidates (Karachi, Lahore, Quetta & Peshawar).
- Application processing fee @ Rs. 600/- may be deposited in the online **A/C No. 17427900133401** of HEC maintained for the purpose in Habib Bank Ltd and proof of the receipt may be uploaded on the HEC website <https://careers.hec.gov.pk>.
- Those already in Government Service should apply through proper channel. **Five (05) years** general age relaxation already included. Further age relaxation will be given as per Government rules.
- The experience as part time, honorary, apprentice and internee (as a part of study) will not be considered / counted as experience.
- Selectee can be posted anywhere in Pakistan.
- HEC reserves the right to reject any or all the applications without assigning any reason as well as to increase/decrease the number of vacancies as per requirement.
- Last date for submission of online application is **23-10-2023**. Incomplete/late applications will not be entertained.

(Maham Babar)
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