



F. No.3(32)/2022-Dev-I
Government of Pakistan
Ministry of Climate Change & Environmental Coordination
LG&RD Complex, Sector G-5/2, Islamabad
SITUATION VACANT

The Ministry of Climate Change & Environmental Coordination invites applications from Pakistani Nationals to fill the following positions in the WB-PSDP Project - Strengthening Technical Capacities of Ministry of Climate Change & Environmental Coordination (STC-MoCC&EC), on purely contract basis for the period of one-year extendable subject to satisfactory performance by another year/ completion of the project.

S. No.	Title of Post with Pay Scale	No. of Posts	Domicile	Qualification & Experience	Age Limit Min-Max
1.	Team Leader-Communication & Media PPS-11	01	Merit	Master's degree in Mass Communication, Journalism, or Media Studies from a national or foreign university is desired. Higher degree/PhD in the above-mentioned disciplines from a foreign university will be given preference. At least 15 years of post-qualification experience is required in media, communication, campaign planning, and management, especially in the development sector. Excellent writing skills are mandatory. Strong communication skills are essential. Hands-on experience of working with computer (MS Office) is desired.	55 years max
2.	Team Leader - Projects Support (TL - PS) PPS-11	01	Merit	Master's in climate change, environmental engineering from a national or foreign university is desired. Higher degree/PhD in the above mentioned disciplines from a foreign university will be given preference. At least 15 years of post-qualification experience is required working with Government / intergovernmental setups, UN system or international organizations on environment protection, climate change at managerial or senior technical levels. Demonstrated experience of conducting similar assignment(s) in the past would be an asset. He/she should have good speaking and writing skills in English & Urdu languages. Demonstrated experience of development and management of projects in areas related to climate change & environment protection is a must. Hands-on experience of working with computer (MS Office) is essential.	55 years max
3.	Monitoring & Evaluation (M&E) Specialist PPS-10	01	Merit	16 years of education in environmental sciences, economics, development studies from an HEC recognized University. At least 08 years of relevant post-qualification experience in monitoring, evaluation, linkages building and preparation of TORs/RFPs. Working experience with international development agencies will be preferred. Demonstrated experience of conducting similar assignment(s) in the past in particular with MoCC&EC would be preferred. He/she should have good speaking and writing skills in English & Urdu languages with hands-on experience of working in MS office.	55 years max
4.	Team Leader - Environment & Climate Change PPS-11	01	Merit	Master's in climate change, environmental engineering from a national or foreign university is desired. Higher degree/PhD in the above mentioned disciplines from a foreign university will be given preference. At least 15 years of post-qualification experience is required working with Government/intergovernmental setups, UN system or international organizations on environment protection, climate change at managerial or senior technical levels. Demonstrated experience of conducting similar assignment(s) in the past would be an asset. He/she should have good speaking and writing skills in English & Urdu languages. Demonstrated experience of development and management of projects in areas related to climate change & environment protection is a must. Hands-on experience of working with computer (MS Office) is essential.	55 years max
5.	Project Development Specialist (UNFCCC) PPS-10	01	Merit	Master's in climate change, environmental engineering from a national or foreign university is desired. Higher degree/PhD in the above mentioned disciplines from a foreign university will be given preference. At least 10 years of post-qualification experience is required working with Government/intergovernmental setups, UN system or international organizations at technical levels. Demonstrated experience of designing, managing and implementing projects in sectors of climate change. Sound understanding of procedures and process related to project cycle management is a must. Experience of involvement or familiarity with climate change negotiations/ UNFCCC processes or MEAs/documentation & implementation would be an added advantage. Experience of donor coordination or working with donors or UN systems is essential. Hands-on experience of working with computer (MS Office) is essential.	52 years max
6.	Carbon Markets Specialist PPS-10	01	Merit	Masters or higher degree in Environmental Sciences / Engineering, Climate Change. At least 08 years of post-qualification experience of working with Government or semi-government/ intergovernmental setups or research institutions at technical levels in relation to policy process or research & analysis is a must. Prior experience of working with market-based mechanisms or financial instruments in relation to environment or climate change, like carbon markets, NAMAs/ CDM would be essential. Experience of stakeholder engagement & consultations, including government, NGOs/ civil society and engagement with corporate sector would be an added advantage. Hands-on experience of working with computer (MS Office) and statistical software for data analysis is essential. Experience on development of national inventories/ database and MS office is essential.	52 years max
7.	Team Leader - Green Finance PPS-11	01	Local	Master's degree in Environmental Sciences (including Environmental Biology, Environmental Engineering, Environmental Protection & Management), Environmental Engineering, Climate Change or Natural Resources (Agriculture, Forestry), Public Policy or Economics (including Environmental Economics) from a national or foreign university is desired. Higher degree/PhD in the above mentioned disciplines from a foreign university will be given preference. At least 15 years of post-qualification experience is required working with Government or semi-government/ intergovernmental setups or UN system on climate change/environment, natural resource management or development sectors at managerial or senior technical levels. Demonstrated experience of research and analysis in sectors of environment, climate change or policy processes and preparation of technical documents related to environment/climate change or development is essential. Experience of donor coordination or working with UN system & international organizations is essential. Hands-on experience of working with computer (MS Office) is essential.	55 years max
8.	Green Finance Specialist PPS-10	01	Local	Master's in Economics (including Environmental Economics), Finance (Financial Planning & Management, Public Finance, Business Development, Climate Finance), Public Policy, Development Studies or International Development from a national or foreign university is desired. Higher degree/PhD in the above mentioned disciplines from a foreign university will be given preference. At least 10 years of post-qualification experience is required working with Government / intergovernmental setups, UN system or international organizations at technical levels. Demonstrated experience of designing and managing financial mechanisms, institutional processes and conducting technical analysis is essential. Sound understanding of procedures and process related to financial management, establishment of procedures and protocols and resource mobilization is desired. Experience of stakeholder engagement & consultations would be an added advantage. Experience of donor coordination or working with donors or UN systems is essential. Hands-on experience of working with computer (MS Office) is essential.	52 years max
9.	Policy Development Expert (Mitigation) PPS-09	01	Local	Masters or higher degree in mitigation related sectors, i.e., Engineering (Civil, Electrical, Mechanical, Industrial, Transport), Energy (Energy Management, Energy Economics, Energy Studies, Sustainable Energy, Energy Resource Engineering), Environmental Sciences (including Environmental Engineering), Industrial Management or Chemical Engineering. At least 08 years of post-qualification experience of working with Government or semi-government/ intergovernmental setups or UN system at technical levels in subjects of project proposal development, technical review. Demonstrated experience of designing, managing and implementing projects in sectors of climate change mitigation (energy/ power, waste management, or industrial chemical processes, urban development, transport, etc.). Sound understanding of procedures and process related to project cycle management is a must. Experience of GHG calculations/ inventory preparation and conducting energy audits would be preferred. Experience of stakeholder engagement & consultations, including government, NGOs/ civil society and engagement with corporate sector would be an added advantage. Experience of donor coordination or working with donors or UN systems is essential. Hands-on experience of working with computer (MS Office) is essential.	45 years max
10.	Policy Development Expert (Adaptation) PPS-09	01	Merit	Masters or higher degree in Natural Sciences, including Agriculture (Agronomy, Hydrology Soil Sciences, Fisheries, Livestock/ Animal Husbandry), Forestry and Natural Resource Management, Environmental Sciences (including Environmental Biology/Ecology), Disaster Management and Risk Reduction. At least 8 years of post-qualification experience of working with Government or semi-government/ intergovernmental setups or UN system at technical levels in subjects of project proposal development, technical review. Demonstrated experience of designing, managing and implementing projects in sectors of climate change adaptation (agriculture, forestry, natural resource management and disaster risk reduction). Sound understanding of procedures and process related to project cycle management is a must. Experience of natural resource estimation/ surveys and managing and interpreting technical information is desirable. Experience of stakeholder engagement & consultations, including government, NGOs/ civil society and engagement with corporate sector would be an added advantage. Experience of donor coordination or working with donors or UN systems is essential. Hands-on experience of computer (MS Office) is essential.	45 years max
11.	Admin & Finance (A&F) Specialist PPS-10	01	Merit	16 years of education in Finance, MBA, management from an HEC recognized university. At least 08 years of relevant post-qualification experience in project administration, financial management and procurements under donor funded projects and having an experience of MS office. Working experience with UN/International agencies and Ministry of Climate Change will be preferred. He/she should have good speaking and writing skills in English & Urdu languages.	35 years max
12.	Project Management & Reporting Officer PPS-08	01	Merit	18 years of education in Project Management, Economics, Public Administration from an HEC recognized university. At least 06 years of post-qualification experience in supporting project management and reporting under donor funded projects. Working with PSDP & UN/International development agencies (successfully support implementation of one project of GoP and international agencies) is added advantage. He/she should have good speaking and writing skills in English & Urdu languages.	35 years max
13.	IT Assistant PPS-06	01	Merit	16 Years of education in IT, computer science, software engineering, business administration with at least 03 years of relevant education.	32 years max
14.	Officer helper PPS-04	01	Merit	Primary / Middle with necessary know how of office keeping / work.	45 years max
15.	Chowkidar PPS-02	02	Local	Primary / Middle with necessary know how	45 years max
16.	Janitor PPS-02	02	Local	Primary with necessary know how	45 years max

Terms & Conditions:

- All positions are based in Islamabad and are purely on contract basis on open merit.
- Interested candidates can apply online through National Job Portal (NJP) at website www.njp.gov.pak within 15 days from the date of publication of advertisement.
- Advertisement can be downloaded from web site <https://environment.gov.pk/latestNews> and [https://www.mocc.gov.pk/TORs/Job description](https://www.mocc.gov.pk/TORs/Job%20description) for the posts can also be downloaded from website <https://environment.gov.pk/latestNews>.
- Only shortlisted candidates fulfilling the required criteria shall be called for test / interview.
- Candidates already in Government service should apply through proper channel along with NOC from their organizations clearly stating the length of service and other particulars.
- Candidate will have to produce original documents at the time of interview. Candidates already in Government service will also have to produce original NOC from their department / organization at the time of interview.
- Information provided in the application form will be verified and in case of submission of any false / fake or bogus documents candidature of the particular candidate shall stand cancelled.
- The general age relaxation of 05 years and others in upper age limit would be granted as admissible under the rules.
- No TA/DA shall be admissible for appearing in test / interviews.
- If a candidate is interested to apply for multiple positions, he should apply separately.
- The competent authority reserve the right to cancel the process of recruitment at any stage without any reason(s).
- Job applications submitted directly to the Ministry without National Job Portal (NJP) will not be entertained.

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