



Higher Education Commission, Pakistan

POSITIONS VACANT

Applications are invited from Pakistani nationals to fill the following positions, on merit, under the project "Higher Education Development in Pakistan (HEDP)" on contract basis:

1.	Position Titles	<p>i. Programme Coordinator (NAHE) (equivalent to MP-III, 01 Position)</p> <p>ii. Programme Specialist – Teaching Excellence (equivalent to MP-III, 01 Position)</p> <p>iii. Programme Specialist – Research (equivalent to MP-III, 01 Position)</p> <p>iv. Programme Specialist – Academic Governance (equivalent to MP-III, 01 Position)</p> <p>v. Programme Specialist – Financial Management (equivalent to MP-III, 01 Position)</p>
	Term of employment	Initially for a period of one (01) year, extendable on the basis of satisfactory performance and requirement
	Salary and other Benefits	<p>i. Basic Pay: Rs. 127,050 – 18,150 – 181,500</p> <p>ii. House Rent: Rs. 33,000 – 44,000</p> <p>iii. Utilities: Rs. 5,775 – 8,250</p> <p>iv. Monetized Value of Transport Facility: Rs. 65,060</p>
	Qualification/ Experience	<p>PhD with minimum six (06) years post qualification relevant experience.</p> <p style="text-align: center;">OR</p> <p>Master's/Bachelor's (16 years education) with minimum eight (08) years post qualification relevant experience. (Detail ToRs on HEC website)</p>
	Maximum Age	62 Years
2.	Position Title	Project Manager , Higher Education Management Information System (HEMIS) (05 Positions)
	Term of employment	Initially for a period of one (01) year, extendable on the basis of satisfactory performance and requirement
	Salary and other Benefits	PPS-10 (Rs. 437,500, all inclusive/per month)
	Qualification/ Experience	<p>Master's/Bachelor's (16 years of education) specializing in ICT/Computer Engineering/Computer Sciences/Information Management with at least ten (10) years post qualification relevant experience in leading and managing the provision of ICT services, ideally in the Higher Education domain and ERP implementation and operations. (Detail TORs on HEC website)</p>
	Maximum Age	55 Years

- The TORs of the positions are available at HEC website www.hec.gov.pk
- Please apply online through: <https://careers.hec.gov.pk> within 15 days from the date of publication of advertisement. Please do not send hard copies of application, CV or documents.
- Selection will be made as per HEC policies and procedures.
- Those in government service should apply through proper channel.
- Incomplete/late applications will not be entertained.
- Experience means the experience gained after obtaining the minimum required qualification.
- Part time, honorary, apprentice, or internee experience will not be considered.
- Only eligible candidates will be called for interview. Interview of eligible candidates residing outside the Islamabad / Rawalpindi region and vicinity will be arranged via Audio/video conferencing at the nearest possible location of the candidates (Karachi, Lahore, Quetta & Peshawar).
- No TA/DA will be admissible for appearing in the interview.
- HEC is an equal opportunity employer.
- HEC reserves the right to reject any or all the applications without assigning any reason.

Wajid Ali Saleem

Deputy Director (HRM)

Higher Education Commission, Sector H-9, Islamabad

Ph: 051-90401415, 90401411

For Technical/IT assistance, please contact: (051) 111-119-432, (0334) 111-9432