

CAREER OPPORTUNITY

A public Sector Company registered with SECP, intends to hire the services of following staff to serve in the company purely on temporary on contract basis for a period of one (01) year (extendable if required)

Sr.#	Title	No of Posts	Prescribed Eligibility, Educational Qualification and Experience criteria	Age Limit	Place of Posting
1	Company Secretary / Chief Financial Officer (CFO)	01	I. The candidate must be a member of recognized body of professional accountant or a corporate/chartered secretaries or a person holding a master degree in Business Administration or Human Resources Management or Commerce or being a Law graduate from a recognized university. II. Having a minimum of 10 years of post qualification relevant work experience in financial reporting, handling Financial Control, Performance Monitoring and MIS of all business units. Accounting system Business Review System Management and Managing Financial Analysis and Insight is required. The budgeting and forecasting expertise would be a plus specially in a logistics/rail/road environment. III. The candidate must meet fit and proper criteria of SECP and should have experience of making financial models, long terms business plan, cash flow projection and must be able to lead the corporate and financial control of the company.	35-45 years	Karachi
2	Director Finance	01	I. A person holding MBA/Finance or ACCA degree from any recognized university in 1 st Division. II. The candidate must possess Degree of ACMA/CIMA/CFA/CA) Finalist)/MBA Finance or any equivalent qualification. III. Having a minimum of 05 years experience of post qualification in relevant field	35-45 years	Karachi
3	Manager Finance	01	I. ACCA/MBA-Finance from a recognized university in first Division with CGPA-3 and above. II. Professional working experience as Finance Manager in any reputable organization. III. Having a minimum of 03 years relevant work experience.	30-45 years	Karachi
4	Assistant Director / Admin	01	I. The candidate must possess the MBA degree and 05 years experience having good knowledge of Administrator work or II. The candidate must have Bachelor Degree and 10 years experience have good knowledge of Administrator work.	35 -55 years	Karachi
5	Assistant Director/ Accounts/Finance	01	I. The candidate must possess the BBA/Finance or Bachelor Degree in commerce. II. 05 years Experience in relevant field.	30-55 years	Lahore
6	Assistant Director / Coordination	01	I. The candidate must possess the BBA/Finance or Bachelor Degree in commerce. II. 05 years Experience in relevant field.	30-55 years	Lahore / Karachi (any other station)
7	Assistant Director (Civil Engineering)	01	I. The candidates must possess of BE, Civil from recognized university. II. Having minimum experience 05 years in the relevant field work.	25-45 years for fresh candidates & 62 years of age for Retired Employees	Karachi

8	Assistant Director/ Commercial & Marketing	02	I. The candidate must possess the BBA/Marketing or Bachelor Degree in Commerce. II. 05 years Experience in relevant field.	25-45 years for fresh candidates & 62 years of age for Retired Employees	Karachi / Lahore
9	Assistant Director / I.T		I. The candidate must possess the Bachelor Degree in Computer Science and I.T. II. 05 years Experience in relevant field.	25-45 years	Karachi / Lahore
9	Assistant Manager/ Accounts & Finance	02	I. The candidate must possess the BBA/Finance or Bachelor Degree in commerce. II. SRAS/SAS/PIPFA Qualified. III. Course-III from RATC Lahore. IV. 05 years Experience in relevant field.	25-45 years	Karachi / Lahore
10	Personnel Assistant / Stenographer	01	I. The candidate must possess the Bachelor Degree. II. 05 years Experience in relevant field.	25-45 years for fresh candidates & 62 years of age for Retired Employees	Karachi
11	Freight Supervisor	06	I. The candidate must possess the Educational qualification of Intermediate. II. 03 to 05 years experience.	25-45 years for fresh candidates & 62 years of age for Retired Employees	Karachi / Lahore
12	Freight Escorts	20	I. The candidate must possess the qualification of Intermediate. II. 02 years relevant experience.	25-45 years	Karachi
13	Driver	02	I. The candidate must possess the qualification of Matric. II. The candidate must possess valid experience. III. Having minimum of 03 to 05 years in any organization.	25-50 years	Karachi / Lahore

Submission of application

- Interested candidates may submit their application along with photograph and academic degree /certificates and two (02) recent passport size photos to Assistant Director Administration, Bungalow No.218, Adam Road, Karachi on or before 15-8-2023 at 1400hrs.
- Application received after due date will not be entertained.
- Only short listed candidates will be called for test/interview.
- No. of posts can be increased or decreased as per requirement.
- Candidates can be disqualified at any stage of recruitment/selection process due to providing fake documents, false information or using any type of influence.
- Selected candidate has to serve at concerned station and no request for posting to other station will be entertained.
- The appointment shall be purely on contract basis for a period of one year subject to successful completion of the probation period of 6 month. The contract period will inclusive of the probationary period and shall be extendable, subject to satisfactory performance and continuation of the post.
- No TA/DA will be admissible for appearing in interview.

Note: Market based salary will be negotiated at the time of interview.

These positions are only for a specific location; therefore, services of selected candidates shall neither confer any entitlement of regular/contractual appointment nor be regularized in the company.

(FOUZIA BASAHARAT SAMO)
House No.218, Adam Road Karachi Cant.
Phone # 021-99332014-15