



GOVERNMENT OF PAKISTAN MINISTRY OF RAILWAYS



CAREER OPPORTUNITY PAKISTAN RAILWAYS, HEADQUARTERS OFFICE, LAHORE



ADVISOR (INFORMATION TECHNOLOGY) (MP-I)

Name of Post	ADVISOR (INFORMATION TECHNOLOGY) (MP-I) (ONE POST, PAKISTAN RAILWAYS, HEADQUARTERS OFFICE, LAHORE)
Required Educational Qualification and experience	PH.D IN COMPUTER SCIENCE OR COMPUTER ENGINEERING OR INFORMATION TECHNOLOGY WITH 14 YEARS-PROFESSIONAL EXPERIENCE OF WORKING IN A LARGE ORGANIZATION AND DEMONSTRATIVE EXPERIENCE OF WORKING WITH THE PUBLIC SECTOR ORGANIZATION. AT LEAST 03 YEARS EXPERIENCE OF DESIGNING AND IMPLEMENTING LARGE I.T RELATED PHYSICAL AND INSTITUTIONAL INFRASTRUCTURE. OR MASTERS DEGREE IN COMPUTER SCIENCES/MBA I.T WITH 18 YEARS-PROFESSIONAL EXPERIENCE OF WORKING IN LARGE ORGANIZATION AND DEMONSTRATIVE EXPERIENCE OF WORKING WITH THE PUBLIC SECTOR ORGANIZATION. AT LEAST 05 YEARS EXPERIENCE OF DESIGNING AND IMPLEMENTING LARGE I.T RELATED PHYSICAL AND INSTITUTIONAL INFRASTRUCTURE. Max Age: 62 Years

- Recruitment will be made as per updated MP Scales Policy, 2020 issued by the Establishment Division, Government of Pakistan vide their O.M. No. 1/3/2020-E-6 dated 12-01-2021.
- The appointment will be on contract basis initially for a period of three (03) years further extendable for a maximum period of two (02) years on annual (yearly) basis subject to satisfactory performance.
- Other perks, privileges, Job Description, Eligibility Criteria & terms and conditions can be seen on our websites i.e. www.pakrail.gov.pk and www.railways.gov.pk
- Applications on prescribed format (available on our websites) alongwith complete CV, passport size photograph should reach at the address given below, during working hours latest by **18-05-2021** through courier or e-mail on dda2mor@gmail.com (soft copy on prescribed format). Incomplete applications will not be considered.
- Detailed TORs can be accessed at www.pakrail.gov.pk and www.railways.gov.pk
- Only short listed candidates shall be called for interview.

Director Establishment Ministry of Railways, Room No. 339,
3rd Floor, Block-D, Pak-Secretariat, Islamabad.

Ph: 051-9203068 **E-mail to Apply:** dda2mor@gmail.com

ADVISOR IT (MP-I SCALE) ONE POST

1.	Required Educational Qualification & Experience	Ph.D in Computer Science or Computer Engineering or Information Technology with 14 years-professional experience of working in a large organization and demonstrative experience of working with the Public Sector Organization. At least 03 years experience of designing and implementing large I.T related physical and institutional infrastructure. OR Masters Degree in Computer Sciences/MBA I.T with 18 years-professional experience of working in a large organization and demonstrative experience of working with the Public Sector Organization. At least 05 years experience of designing and implementing large I.T related physical and institutional infrastructure.
2.	Age Limit	Maximum = 62 years
3.	Job Description:	• Overall supervision of automation, development of I.T Systems and business processes. • Preparation of strategic plan for automation in Pakistan Railways and getting it approved from Competent Authority. • Supervision of the implementation of the strategic plan and be responsible for implementation of the strategic plan. • Supervising the work of the I.T related personnel in Pakistan Railways. • Be Responsible for putting an I.T base system for Budgeting; Signaling; Passenger E-Ticketing and Reservation, updating personal data E-Procurement; Inventory of stores, locomotives, coaches, track, signaling; Monitoring of fuel and electricity consumption; Maintenance management of locomotives, coaches, track; Assets Management; Resource planning and manufacturing Workshops. • Time tabling of Passengers/Freight Trains. • Launching of E-office system in Pakistan Railways/Ministry of Railways. • Any other task given by Secretary/Chairman Railways and CEO/Sr. General Manager, Pakistan Railways.
4.	Other Skills	• Strong interpersonal skills. • Project management skills. • Negotiation skills.

5.	Salary and Perks (Management Position-I Scale)	
a.	Scale of Pay	Rs. 433,950-33,000-532,950.
b.	Accommodation	Up to a rental ceiling of Rs. 101,000/- per month.
c.	Utilities	Rs. 19,650/- per month.
d.	Transport	As per monetization of transport facilities policy MP-I Rs. 95,910/- per month.
e.	TA/DA on domestic official tour	As admissible to civil servants of the highest grade.
f.	TA/DA on official tour abroad	As admissible to civil servants in Cat-I.
g.	Medical Facility	Reimbursement of medical and hospitalization charges for self, spouse and children for treatment received at Government or Government recognized Institutions in Pakistan.
h.	Leave	The incumbent shall earn leave on full pay @ 3 days per month on annual basis and the leaves earned shall be availed during the currency of the year. Title of Leave will neither be carried over to the next year in case of non-availing nor will it be encashed.
i.	Gratuity	One month's basic pay for each completed year of service.
6.	Contract Period:	
i)	Tenure of contract	Initially for a period of three (03) years further extendable for a maximum period of two (02) years on annual (yearly) basis subject to satisfactory performance.
ii)	Termination of Contract	On completion of tenure or one month's notice from either side. In case of notice by the Ministry, it shall be after approval of the appointing authority, In case of proceedings under para-6 (viii & ix) of the MP Position Scales Policy, 2020 dated 22-06-2020, the condition of one month's notice shall not be required.
7.	Discipline	As applicable in case of contract employees.

APPLICATION/INFORMATION FORM FOR CANDIDATES

Performa to be filled in by the applicant and to be attached with the application and CV;

I	Post applied for	
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II	Personal Information	
1.	Name	
2.	Father's Name	
3.	Email	
4.	Mobile	
5.	Address	
6.	CNIC Number	
7.	Date of Birth & Age	

III	Qualification (Start from the latest)			
#	Qualification/Degree	Year of Passing	Institution	Major Subjects
1.				
2.				
3.				
4.				
5.				
6.				
7.				

IV	Experience in Pakistan (Start from the latest)				
#	Designation	Organization	Period From	Period To	Key Responsibilities
1.					
2.					
3.					
4.					
5.					

V	International Experience, if any (Start from the latest)				
#	Designation	Organization	Period From	Period To	Key Responsibilities
1.					
2.					
3.					
4.					

VI	Trainings/Workshops/Certifications			
#	Training Course	Institution/Organization	Period From	Period To
1.				
2.				

3.				
4.				
5.				
6.				

VII	Publications		
#	Title	Journal/Periodical	Date of Publication
1.			
2.			
3.			
4.			

VIII	Allied Skills (Please elaborate)	
1.	IT Skills	
2.	Skills related to Railways/Software/Transport	
3.	Communication Skills	
4.	Other Skills	
5.		

IX	Awards	
#	Description/title	Institution/Organization /Date
1.		
2.		
3.		

X	Any other Information	
#	Description	
1.		
2.		
3.		

XI	References (Minimum two)
1.	
2.	
3.	

Additional pages can be attached in case of more information.
