

JOB OPPORTUNITIES

This Directorate General of Khyber Pakhtunkhwa Food Safety & Halal Food Authority invites the applications through Pakistan Testing Service (PTS) from suitable candidates of Khyber Pakhtunkhwa/Fata to fulfill the vacant positions for its Head Quarter Office at Peshawar, and Divisional Headquarters at Peshawar, Kohat, Mardan, Malakand, D.I. Khan, Bannu & Abbotabad. The criteria against each post are as under:

S. No	Name of Post	No. of Post	Qualification & Experience	Age Limit
01	Director (Finance) BPS-19	01 (Merit)	Ph; D in Finance/Economics/Commerce or in relevant subject with 05 year experience. Or MS/M.Phil in Finance/ Economics/ Commerce or in relevant subject with 07 years' experience Or MBA finance /M.Com/MA Economics /ACCA/ACMA with at least 12 years of relevant experience.	30-45
02	Director Technical and Scientific Analysis (BS-19)	01 (Merit)	Ph.D in Food Science & Technology /Food Safety & Quality Management/Food Safety and Control/Food Nutrition & Science from HEC recognized University with 2years experience in the line after acquiring qualification. OR M.Sc (Hons) in Food Science & Technology / Food Safety & Quality Management/Food Safety and Control/Food Nutrition & Science from HEC recognized University with 5years experience in the line after acquiring qualification	30-45
03	Deputy Director Inspections & Operations (BPS-18)	05 Merit	At least Master Degree (16 Years of Education) in Public Administration, Political Science, International Relations, Economics, Sociology, Anthropology, LLB, Pak studies, History, with at least 04 years of management experience, strong writing and interpersonal skills, proficiency with MS office Software.	27-35
04	GM (IT) (BS-18)	01 Merit	MCS/MSc (CS)/MIT, BS (IT)/ or equivalent qualification from a HEC recognized university having 5-year experience in the field of IT after acquiring qualification.	27-35

05	Internal Auditor (BS-18)	01 Merit	MBA(Finance)/MA Economics with CA Articles Ship Completed having 5 years' relevant experience in Financial Management, Planning, Development and Procurement in public/ private sector.	27-35
06	Personal Staff Officer(PSO) (BS-17)	01 Merit	At least Master Degree (16 Years of Education) in Public Administration, Political Science, International Relations, Economics, Sociology, Anthropology, LLB, Pak studies, History, with at least 02 years of management experience, strong writing and interpersonal skills, proficiency with MS office Software.	25-35
07	Data Base Administrator (BS-17)	01 Merit	MCS/MSc (Computer Science)/MIT/BS IT or equivalent qualification for HEC recognized university having 02 years' experience of IT field (Database) having full command of SQL Server after acquiring qualification	27-35
08	Web & Application Developer (BS-17)	01 Merit	MCS/MSc (Computer Science)/MIT/BS IT or equivalent qualification for HEC recognized university having 02 years' experience of IT field including web development and mobile application development.	27-35
09	Assistant Director (Procurement/Resources) (BS-17)	01 Merit	MBA(Finance)/M. Sc Economics/M.Sc Supply Chain Management degree from a HEC recognized university or institute having 2 years' experience in relevant field after acquiring qualification	27-35
10	Assistant Director (Human Resource Management) (BS-17)	01 Merit	Master Degree in HRM, MBA (HR) or equivalent with 2 years' experience in HRM from a reputable institution after acquiring qualification	27-35
11	Assistant Director (Legal) (BS-17)	01 Merit	i. LLM from a recognized university with two years' experience as practicing advocate at High Court/consumer court after acquiring qualification OR LLB from a recognized university with three years practice in line after acquiring qualification	27-35
12	Assistant Director (Licensing) (BS-17)	01 Merit	M.Sc(Hons)/M.Phil/MS in Food Science &Technology / Food Safety& Quality Management/Food Safety and Control/Food Nutrition & Science from HEC recognized university OR Masters / B.Sc (Hons)/BS in Food Science &Technology / Food Safety& Quality Management/Food Safety and Control/Food Nutrition & Science from HEC recognized university with two years' experience in food Safety & Control after acquiring qualification.	27-35

13	Assistant Director Food Safety (BPS-17)	12 Merit=3 Zone1=2 Zone2=2 Zone3=2 Zone4=1 Zone5=1 Female quota=1	M.Sc (Hons)/M.Phil/ MS in Food Science &Technology / Food Safety& Quality Management/Food Safety and Control/Food Nutrition & Science from HEC recognized university OR Masters / B.Sc (Hons)/BS in Food Science &Technology / Food Safety& Quality Management/Food Safety and Control/Food Nutrition & Science, biological sciences with one year diploma in food safety & control from a HEC recognized university with two years' experience in food safety control after acquiring qualification	27-35
14	PRO /Communication Officer (BPS-17)	01 Merit	Master degree in Mass Communication with 2years relevant experience Excellent inter personal, presentation and communication skills in English and Urdu.	25-35
15	Monitoring & Evaluation Officer (BPS-17)	01 Merit	MBA/MSc Economics/MSc Statistics with 02 year post qualification Experience	25-35
16	Administration Officer (BS-16)	01 Merit	BA/B.com from a recognized university with at least 2 years' experience.	25-35
17	Food Safety Officer (BS-16)	38 Merit=7 Zone1=6 Zone2=6 Zone3=5 Zone4=5 Zone5=5 Female quota=4	Masters / B.Sc (Hons)/BS in Food Science &Technology / Food Safety& Quality Management/Food Safety and Control/Food Nutrition & Science, biological sciences with one year diploma in food safety & control from a HEC recognized university with two years' experience in food safety & control after acquiring qualification	25-35
18	Computer Operator (BS-16)	12 Merit=1 Zone1=2 Zone2=2 Zone3=2 Zone4=2 Zone5=2 Female quota=1	Bachelor's Degree or equivalent (2 nd division) in Computer Science/ Information Technology with typing speed of 35 w.p.m OR BA/BSc with one-year Computer Diploma from the recognized institute with typing speed of 35 w.p.m	20-30
19	Assistant (BS-16)	04 Merit	Bachelor's Degree or equivalent qualification (2 nd division). Must have computer proficiency 06 months certificate from a recognized institute.	20-30
20	Telephone Operator (BS-11)	02 Merit	Intermediate or equivalent from a recognized board with 2years' experience in the field of computer work as well as good communication skills. Computer proficiency certificate.	20-30

21	Photographer (BS-11)	01 Merit	Intermediate with diploma in photography or a Bachelor with 02 years' experience in the field of photography.	21-30
22	Electrician/ Generator Operator (BS-05)	01 Merit	Matric or an equivalent qualification from a recognized Board and should have 03 years relevant experience	22-35
23	Driver (BS-05)	28 Zone1=6 Zone2=6 Zone3=6 Zone4=5 Zone5=5	Matric and LTV driving license issued from the licensing authority with at least three years' experience Preference will be given to individuals with domicile of district where post is advertised	18-35
24	Dak Rider (BS-04)	10 Zone1=2 Zone2=2 Zone3=2 Zone4=2 Zone5=2	Matric from BISE with valid driving license of motorcycle, Preference will be given to individuals with domicile of district where post is advertised	18-30
25	Naib Qasid (BS-04)	20 Zone1=5 Zone2=5 Zone3=4 Zone4=3 Zone5=3	Matric Certificate from BISE Preference will be given to individuals with domicile of district where post is advertised	18-30
26	Chowkidar (BS-04)	10 Zone1=2 Zone2=2 Zone3=2 Zone4=2 Zone5=2	Middle school certificate Preference will be given to individuals with domicile of district where post is advertised	18-30
27	Sweeper (BS-03)	10 Zone1=2 Zone2=2 Zone3=2 Zone4=2 Zone5=2	Primary school certificate Preference will be given to individuals with domicile of district where post is advertised	18-30

Terms & conditions:

1. The application form should be carefully filled by the candidate;
2. Incomplete/incorrect/late submitted forms will not be entertained.

3. In case of any deficient, false or misleading information, the candidate will be responsible for its outcome and his/her candidature/selection will be cancelled at any stage even after the test/selection.
4. The candidate has to prove the information provided in the application form w.r.t advertisement, by producing original documents at the time of interview.
5. Pakistan Testing Service (PTS) prescribed application form shall be submitted along with fee deposit slip (PTS copy) and attested copy of CNIC and all academic/ experience documents.
6. PTS test will serve for screening purpose. Only shortlisted candidates will be considered for the post test process by the Authority/organization.
7. The candidates already in-service of the government / autonomous bodies/corporations must apply through proper channel and need to produce NOC at the time of interview.
8. No TA/DA will be admissible for the purpose of the test /interview.
9. The relaxation of age will be admissible as per existing Provincial Government Rules.

Note: (i) The prescribed PTS Applications are available at PTS website

www.pts.org.pk

(ii) Applications along with required documents must reach to PTS headquarter 3rd floor, Adeel Plaza, Fazle Haq Road Blue Area Islamabad within 15 days of advertisement.

(iii) Candidates are required to stay connect with PTS website & call center 0512806090 / 92, for any information and updates/query.

**Director General,
Khyber Pakhtunkhwa
Food Safety & Halal Food Authority**