



TEVTA

Government of the Punjab

CAREER OPPORTUNITIES



Technical Education & Vocational Training Authority of Punjab (“PTEVTA”) is the premier public sector organization established to promote TVET sector by imparting technical and vocational education and training through its more than 400 institutions all over the Punjab. The core objective of PTEVTA is to produce skilled workforce to meet the market driven demand for placement in the local and overseas industry. In its drive to optimally utilize its potential to accomplish its strategic goals and objectives, PTEVTA invites the dynamic and motivated candidates to apply for the following posts.

Post	No. of Posts	Required Qualification & Experience
MANAGER (PLACEMENT) PS-19 Basic Pay Scale (64,538-3,050-125,538) plus allowances 1000cc authority maintained car 160 liters petrol/month. Max. Age : 55 years	01	<ul style="list-style-type: none">MPA / MBA / Master Degree in Human Resource Management from HEC recognized institution/ university.4 years of experience in relevant field. Assisting DGM (Placement) in traceability of the PTEVTA pass-outs and maintaining data and conducting analysis to identify the trends of the industry and to periodically report any change in demand driven course/diplomas.
ASSISTANT MANAGER (OPERATIONS) PS-17 Basic Pay Scale (32,269-2,300-78,269) plus allowances Max. Age : 55 years	01	<ul style="list-style-type: none">MBA / MPA / Graduate Engineer from HEC recognized institution/university.Preference will be given to experienced individuals. Workable knowledge and understanding of operations relating to Head Office and all Technical & Vocational Institutes. Ability to handle assigned tasks independently pertaining to operations consistent with rules/policies of the organization.
SUPERINTENDENT (DM Office Sheikhpura) PS-17 Basic Pay Scale (32,269-2,300-78,269) plus allowances Max. Age : 55 years	01	<ul style="list-style-type: none">M.Com / ICMA (Inter) / MBA (Finance). ORB.Com or equivalent / APA05-years relevant experience, computer literate.
JUNIOR CLERK (GVTI-W Sheikhpura) PS-11 Basic Pay Scale (12,908-880-39,308) plus allowances Max. Age : 40 years	01	<ul style="list-style-type: none">D.Com / F.A/F.Sc./ or Equivalent.02-years relevant experience, computer literate.
JUNIOR CLERK (GTTC -ABAD Taunsa Sharif) PS-11 Basic Pay Scale (12,908-880-39,308) plus allowances Max. Age : 40 years	01	<ul style="list-style-type: none">D.Com / F.A/F.Sc./ or Equivalent.02-years relevant experience, computer literate.

Terms and Conditions:

- Download the application form from PTEVTA website (www.tevta.gop.pk) and submit it along-with CV, latest 03 passport size photographs, relevant experience certificates, and attested copies of academic testimonials, domicile, valid C.N.I.C. and registration with PEC (where applicable). The application must reach, not later than **10.04.2019**, at the address of PTEVTA given below. Any application received after the deadline shall not be considered. Proof of posting will not be considered as proof of delivery.
- Terms and conditions of employment will be governed under PTEVTA Laws /Rules / Service Regulations.
- Candidates currently working in Federal/ Provincial/Semi- Government/ Autonomous Bodies/ Special institutions should send their applications through proper channel.
- Application not supported with relevant documents, received through emails or received after due date shall not be entertained.
- Only short listed candidates shall be invited for test/interview.
- No TA/DA shall be admissible for test/ interview.
- PTEVTA reserves the rights to increase/decrease the number of posts/not to fill in any post / withhold the appointment against any advertised post without assigning any reasons.

HUMAN RESOURCE WING

Technical Education & Vocational Training Authority

96-H Gulberg II, Near Siddique Trade Centre, Lahore. Tel:042-99263055-59 Ext:368

www.tevta.gop.pk