



CAREER OPPORTUNITIES PUNJAB THERMAL POWER (PVT) LIMITED (1263 MW)



Punjab Thermal Power (Pvt) Limited is a Company wholly owned by Government of Punjab established for setting up and operating a 1263 MW RLNG based Punjab Power Plant at District Jhang. We are seeking to hire following professionals on highly competitive compensation packages and attractive incentives. It is also an opportunity to become part of a leading initiative. The requisite qualification and experience for the required posts is as under:-

Sr. #	Name of Post	No. Posts	Qualification	Experience
1	Chief Operating Officer	1	16 Years Education (Bachelor/Master Degree) in Engineering / Management Sciences / Social Sciences / Public Policy / Public Administration / Business Administration / Economics / Law / Finance / CA or equivalent.	At least 10 years experience including minimum 5 years of Power Sector (i.e. work experience at establishment / operations of a power plant). Understanding of doing business with the Government and experience with Public Procurement will be an added advantage.
2	Chief Financial Officer	1	A member of a recognized body of Professional Accountants.	At least 10 years experience (including minimum 05 years of relevant (power sector) experience i.e. work experience at establishment / operations of a power plant).
3	Chief Technical Officer	1	16 Years Education (Bachelor / Master Degree) in Engineering.	At least 10 years experience of Power Sector (i.e. establishment of Thermal Power Plant). Understanding of doing operations with the Government and knowledge of public procurement will be an added advantage.
4	Company Secretary	1	(a) member of a recognized body of professional accountants; or (b) member of a recognized body of corporate or chartered secretaries; or (c) person holding a master degree in business administration or commerce or being a law graduate from a university recognized by the Higher Education Commission.	At least 5 years relevant experience, prior experience of working in the similar role is preferable.
5	General Manager Admin & HR	1	16 Years Education (Bachelor/Master Degree) in Business Administration / Public Administration / Public Policy / HRM / Management Sciences.	At least 15 years experience of Administration / HR matters / Procurement at management level. Prior experience of working in Public/Power Sector will be an added advantage.
6	General Manager Site	1	BS Engineering (Electrical / Mechanical). MS Engineering (Electrical / Mechanical) will be preferred	At least 7 years of strong experience to develop and work within approved plans to meet time bound goals. Demonstrated ability to manage, negotiate and coordinate with private and public vendors. Prior experience of working in the similar role is preferable.
7	Deputy Chief Financial Officer	1	Chartered Accountant / CPA /ACMA / CFA /ACCA / MBA Finance with at least 05 years of experience OR Bachelor's degree with atleast 10 years of experience.	Experience of working within approved plans to meet time bound goals. Prior experience of working in Power Sector would be highly desirable. Work experience in ERP environment would be given preference.

Applicants are advised to apply online through Punjab Job Portal i.e. <https://www.jobs.punjab.gov.pk/>. Last date to apply is **21st October, 2019**. We are an equal opportunity organization and females are encouraged to apply. Government employees should apply through proper channel after obtaining NOC from their relevant Department / Organization. Recruitment will be made according to the procedures / policies / Manual of the Company. Shortlisting will be done on the basis of qualification and relevant experience. Only Shortlisted candidates will be called for interview. No TA/DA will be given for the purpose of interview.



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Sr. #	Name of Post	No. Posts	Qualification	Experience
1	Manager Administration	1	Bachelor's degree. Masters degree will be preferred.	At least 4 years of strong experience to develop and work within approved plans to meet time bound goals. Demonstrated ability to manage, negotiate and coordinate with private and public sector vendors. Prior experience of working in the similar role is preferable.
2	Manager Human Resource	1	Bachelor's degree, Masters degree will be preferred.	At least 4 years of strong experience to develop and work within approved plans to meet time bound goals. Demonstrated ability to manage human resource management. Prior experience of working in the similar role is preferable.
3	Manager Legal	1	Bachelor's degree in Law, Masters degree in Law will be preferred.	At least 4 years of relevant experience. Knowledge of laws dealing with the Electricity sector is highly desirable.
4	Manager ERP	1	4 years Bachelor's Degree in Computer Sciences or /CA /ACCA/ACMA or relevant Degree.	Having managerial experience in implementation and deployment of ERP. Minimum 4 years' experience of ERP implementation (especially SAP / Oracle or Equivalent). An ideal candidate should be seasoned professional who is responsible for Implementation of ERP e.g. data standardization, legacy and data conversion, testing and training, ERP support application and Maintenance.
5	Assistant Manager I & C / Electrical	1	BS Engineering (Power / Mechanical / Electrical / Electronics).	At least 2 years relevant experience of power sector. Experience in setting up of power plant would be preferred.
6	Assistant Manager Accounts	2	Bachelor's Degree in relevant field. MBA Finance/M.COM/ACMA/ACCA will be preferred.	At least 2 years of relevant experience. Experience of working within approved plans to meet time bound goals. Prior experience of working in Power Sector would be highly desirable.
7	Assistant Manager Imports & Logistics	1	Bachelor's Degree in relevant field. MBA Finance / M.COM / ACMA / ACCA will be preferred.	An ideal candidate should be seasoned professional who is responsible for Planning and implementing all import and re-export transportation strategies according to suppliers and customer demand. Keep updated record of all import and export laws and procedures and maintain knowledge on all tariffs and licenses. Perform all other functions that may be required in carrying out the related job duties.
8	Finance Assistant	2	Bachelor's degree in relevant field.	At least 2 years of relevant experience, prior experience of working in similar role would be highly desirable.
9	HR Assistant	1	Bachelor's degree	2 years of relevant experience and proficient computer skills.
10	Store Officer	1	Bachelor's Degree.	3-4 years of relevant experience and proficient computer skills.
11	Data Entry Operator	1	Minimum Intermediate having 40 WPM typing speed	2-3 years relevant experience and proficient computer skills.
12	Receptionist	1	Bachelor's Degree.	2 years of relevant experience and proficient computer skills.

Applicants are advised to apply online through Punjab Job Portal i.e. <https://www.jobs.punjab.gov.pk/>. Last date to apply is **28th October, 2019**. We are an equal opportunity organization and females are encouraged to apply. Government employees should apply through proper channel after obtaining NOC from their relevant Department / Organization. Recruitment will be made according to the procedures / policies / Manual of the Company. Shortlisting will be done on the basis of qualification and relevant experience. Only Shortlisted candidates will be called for interview. No TA/DA will be given for the purpose of interview.