



PUNJAB THERMAL POWER (PVT) LIMITED

CAREER OPPORTUNITIES

Punjab Thermal Power (Pvt) Limited is a Company wholly owned by Government of Punjab established for setting up a 1263 MW Punjab Power Plant at District Jhang. We are seeking to hire following professionals through walk in interview on highly competitive compensation packages and attractive incentives. It is also an opportunity to become part of a leading initiative. The place of posting may be at Head Office, Lahore or at Site Office (District Jhang). The requisite qualification and experience for the required positions is as under:-

Sl. No.	Name of Post	Qualification	Experience
1	Chief Operating Officer	Bachelor's 4 year degree or Masters degree in Engineering / Management Sciences / Social Sciences / Public Policy / Public Administration / Business Administration / Economics / Law / Finance or FCA.	At least 10 years experience at Management Level. Understanding of doing business with the Government and experience with Public Procurement is an added advantage. Experience of leading a power or infrastructure project would be preferred.
2	Chief Financial Officer	Chartered Accountant / CPA/ICMA/CFA/ACCA	At least 10 years of relevant experience. Experience in 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.
3	Company Secretary	(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.
4	Chief Monitoring Officer	Bachelor's 4 year degree or Masters degree in Engineering / Monitoring and Evaluation/ Public Policy / Public Administration / Business Administration / Economics / Finance or other relevant fields.	At least 5 years of experience. Prior experience of working in Power Projects/Policy Units/Monitoring Units and exposure of Project Management or Power sector projects would be preferred.
5	Chief Internal Auditor	The candidate should be: A Member of a recognized body of professional accountants; or a Certified Internal Auditor; or a Certified Fraud Examiner; or a Certified Internal Control Auditor; or a person holding a Masters degree in Finance from a University recognized by the HEC.	At least 6 years of relevant audit experience. Candidates having experience of power sector will be preferred.
6	Manager Legal	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 power sector is highly desirable.
7	Manager ERP	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.
8	Assistant Manager Accounts	Bachelor's Degree in relevant field. MBA Finance/M.COM/ACMA/ACCA	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.
9	Assistant Manager Finance	Bachelor's Degree in relevant field. MBA Finance/M.COM/ACMA/ACCA	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.
10	Assistant Manager Imports and Logistics	Bachelor's Degree in relevant field. MBA Finance/M.COM/ACMA/ACCA	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.
11	Assistant Manager ERP	Minimum Bachelor's Degree in Computer Science	Practical experience of SQL, Oracle Developer (10g), Java Script and Database Administration. Practical experience of Integration of Customized Applications with Oracle Standard Modules. Functional Knowledge of Oracle Financials and Supply Chain Modules will be highly preferred.
12	Assistant Manager Legal	Bachelor's degree in Law	At least 2 years relevant experience of working. Knowledge of laws dealing with the electricity sector is highly desirable.
13	Assistant Manager Corporate Affairs	(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 2 years relevant experience, prior experience of working in the similar role is preferable.
14	Assistant Manager Procurement	Bachelor's degree or Master degree in Supply Chain Management / Business Administration / Economics/ Public Administration or other relevant fields.	At least 2 years of experience in Management experience procurement under PPRA Rules in goods, services and consultancies including tender Management, Supplies negotiation and contract Management.
15	Assistant Manager I.T	Bachelor's Degree in Computer Sciences/ Information Technology,	At least 2 years of relevant experience, prior experience of working in similar role will be highly desirable.
16	Accounts Assistant	Bachelor's degree in relevant field.	At least 2 years of relevant experience, prior experience of working in Management experience Company would be highly desirable.
17	Finance Assistant	Bachelor's degree in relevant field.	At least 2 years of relevant experience, prior experience of working in Management experience Company would be highly desirable.
18	Admin Assistant	Bachelor's degree	2 years of relevant experience and proficient computer skills.
19	HR Assistant	Bachelor's degree	2 years of relevant experience and proficient computer skills.
20	Procurement Assistant	Bachelor's degree	2 years of relevant experience and proficient computer skills.
21	Security Assistant	Bachelor's degree	2 years of relevant experience and proficient computer skills.

We are an equal opportunity employer. Females are encouraged to apply. Application (along with CVs, experience certificates and No Objection Certificate in case of government employee) may be sent to the following address. Last date for submission of applications is 9-11-2017, however, applications will be accepted till the availability of vacancies. Only shortlisted candidates will be called for interview and communication in this regard will be made accordingly. No TADA will be given for the purpose of interview.

Company Secretary

Punjab Thermal Power (Pvt) Limited

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