

**GOVERNMENT OF PAKISTAN
MINISTRY OF HOUSING & WORKS**

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VACANCY ANNOUNCEMENT

Ministry of Housing & Works requires the services of a dynamic professional for the post of Director General, Pakistan Public Works Department (Pak PWD) in MP-I Scale as head of the department. The Director General shall be mainly responsible for carrying out development works, restructuring, reforming & revamping. Detailed TORs and Job description for the post are available at <http://www.mohw.gov.pk>

QUALIFICATION

Ph.D in Civil / Electrical / Structural Engineering or Master Degree in Civil / Electrical / Structural Engineering or any related field from a recognized University.

OR

Masters in Project Management / Engineering Management or any related field or Masters in Public Administration with Bachelor degree in Civil / Electrical / Structural Engineering from a recognized University.

EXPERIENCE

14 years professional experience for Ph.D holders and 18 years professional experience for Masters in the relevant field.

TENURE

Initially for a period of three (03) years further extendable for a maximum period of two years on annual (yearly) basis subject to satisfactory performance.

AGE LIMIT

Candidate should not be more than 62 years of age on the closing date of submission of applications.

- Interested applicants are requested to submit applications along-with copies of CNIC, CV, copies of testimonials duly verified by HEC with a recent photograph within 15 days of publication of the advertisement in M/o Housing & Works.
- The candidate will be governed under Establishment Division's Management Position Scale Policy 2020 issued vide OM No. 1/3/2020-E-6/E-8 dated 24th May, 2021.
- Only shortlisted candidates will be called for interviews.
- The candidates shall not be entitled to any TA/DA while appearing for the interview.
- Applicants who have already applied in response to the advertisement dated 07.09.2021 will be considered in the selection process.

Section Officer (Admn-III)
Ministry of Housing & Works
Room No. 136, "B" Block, Pak Secretariat,
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TORS FOR THE POST OF DIRECTOR GENERAL, MP-I, PAK.PWD: -

- i. To reorganize the department with regard to human resource, as per actual need.
- ii. Outsourcing target specific maintenance of Government buildings.
- iii. Developing framework for delegating maximum development works to the provincial governments.
- iv. Contract management and supervision to cope with the corrupt practices and substandard construction.
- v. Having skilled workers with experience in diversified fields, like Procurement, Engineering, Design, Quality Control & Accounts.
- vi. Improving Rough cost estimate, procurement, quality assurance and supervision.
- vii. Link completion certificate of project with targets.
- viii. Redefine scope of work in greater details in the PC-I to avoid misinterpretation.
- ix. Link payment to milestones.
- x. To implement the reforms and creation of transition supportive environment.

JOB DESCRIPTION FOR THE POST OF DIRECTOR GENERAL MP-I, PAK.PWD: -

- i. The Director General shall be responsible to the Works Division, Government of Pakistan, for the efficient administration and general professional control of the Public Works Department. He shall also carryout, periodically adequate inspections for efficient administration, technical and financial control.
- ii. He shall be the Chief Professional Adviser in all matters connected therewith.
- iii. The Director General shall with the assistance of Director Budget and Accounts exercise full control over the duties of the officers of the Department in connection with the maintenance of accounts, enforcing strict attention to the regulations concerning the disbursement of money, custody of stores and the submission of accounts.
- iv. The Director General shall prepare, annually the portion of the budget estimates relating to the works under his control.
- v. The general supervision and control of the assessment of revenues from different sources within the limits of his charge will rest with the Director General who shall frame necessary estimates and watch carefully the progress of recovery during the course of the year.
- vi. Assist M/o Housing and Works in identification of important projects and formulation of annual PSDP.
- vii. Timely implementation / completion of PSDP projects.
- viii. Supervise / coordinate the timely release of funds to PWD divisions.
- ix. Effective utilization of funds.
- x. Develop a comprehensive Monitoring & Evaluation mechanism.