



Government of Sindh
Health Department
Nutrition Support Program, Sindh (NSP)

Vacancy Announcement

Nutrition Support Program, Health Department, Govt. of Sindh invites applications from suitable qualified candidates for appointment against the following positions on contract basis. The contract period will be for one year and is extendable subject to satisfactory performance. The details thereof are as under:

Sno.	Name of Post	No of Post	Place of Posting	Qualification	Experience	Age	BPS
1.	Health and Nutrition Education Officer	01	Karachi	Master's degree in Mass Communication, Biological science, Social sciences, Public Health or development field or equivalent.	A. At least 8 years' relevant experience B. At least 3 years' experience of managing Health communication initiatives.	25 to 55 years	BPS-18
2.	Assistant Program Manager (Technical)	01	Karachi	MBBS and Master's degree in Public Health, Social sciences, Development field or equivalent.	1. At least 5 years' relevant Public Health experience. 2. At least 3 years' senior management experience in a comparable setting. 3. At least 3 years' experience of managing multi-disciplinary staff. 4. Experience in the design, management, implementation, monitoring and evaluation of projects. 5. Experience of providing technical support to, and capacity building of organizations. 6. A sound understanding of the principles of sub-national Program support.	25 to 55 years	BPS-17/18

3.	Assistant Program Manager (Monitoring & Evaluation)	01	Karachi	Master's or vocational training in Social Sciences, Management or Public Health/MBBS	<ol style="list-style-type: none"> 1. Proven management experience for a minimum of three years 2. Demonstrated experience and competence in monitoring and evaluation, project management and training 3. Knowledge of computerised database & statistical analysis software 	25 to 55 years	BPS-17/18
4.	District Nutrition Officers	09	<ul style="list-style-type: none"> • Larkana / • Kamber / • Kashmore / • Jacobabad / • Tharparkar / • Umerkot / • Badin / • Sanghar / • Tando M Khan 	MBBS and Master's degree in Public Health	<ol style="list-style-type: none"> 1. At least 5 years' relevant experience in Public Health. 2. Proven management experience for a minimum of three years 3. Experience and competence in monitoring and evaluation, project management and training 4. Knowledge of computerised database & statistical analysis software 	25 to 55 years	BPS-17/18
5.	Training Coordinator	01	Karachi	Master's degree in Biological science, Social sciences, Public Health	<ol style="list-style-type: none"> 1. At least 5 years' experience in the field of training and curriculum, development whether in Public, Corporate or other relevant sectors. 2. At least 3 years' experience of lead trainer responsible for organizing and conducting training activities independently; 	25 to 55 years	BPS-17/18

6.	Administrative Officer	01	Karachi	At least Second Division MBA/BBA degree recognized by University Grants Commission/ Higher Education Commission	At least 7 years' relevant experience in Administration including Establishment / Accounts / Budget matters and record keeping	25 to 55 years	BPS-17
7.	Data Analyst/Computer programmer	01	Karachi	Master Degree in Computer Sciences.	at least 5 years of progressively responsible maintenance of information systems in the public or private sector	25 to 55 years	BPS-17
8.	Assistant Accounts Officer	01	Karachi	Bachelor Degree in Economics, Business Administration, ACCA or equivalent	At least 5 years of assisting in finance management services in the public or private sector. At least 3 years' experience of finance services.	25 to 55 years	BPS-16


9.	IT Assistant/ Computer Operators	03	Karachi	Bachelor's Degree, with excellent working knowledge of Microsoft Office.	At least 3 years of experience of office management;	21 to 55 years	BPS-15
10.	Cashier	01	Karachi	Bachelor's Degree in Economics, Business Administration or equivalent	At least 5 years of progressively responsible finance management services in the public or private Health sector.	21 to 55 years	BPS-14
11.	Store Keeper	02	Karachi	Bachelor's degree	A minimum of 2 years of experience in related field and should also be familiar with Microsoft Office.	21 to 55 years	BPS-14
12.	Receptionist/telephone operator	01	Karachi	Bachelor's Degree	At least 3 years' experience of office management with excellent working knowledge of Microsoft Office.	21 to 55 years	BPS-10
13.	Driver	12	<ul style="list-style-type: none"> • Karachi / • Larkana / • Kamber / • Kashmore / • Jacobabad / • Tharparkar / • Umerkot / • Badin / • Sanghar / • Tando M Khan 	At least passed the 8 th grade	A minimum of 3 years of experience as a driver	21 to 35 years	BPS-5

14.	Chawkidar	02	Karachi	At least passed the 5 th grade	At least 3 years of working experience as Chawkidar	21 to 35 years	BPS-1
15.	NaibQasid	01	Karachi	At least passed the 5 th grade	At least 3 years of working experience as Naib Qasid	21 to 35 years	BPS-1
16.	Peon	02	Karachi	At least passed the 5 th grade	At least 3 years of working experience as Peon	21 to 35 years	BPS-1
17.	Sanitary Worker	02	Karachi	At least passed the 5 th grade	At least 3 years of working experience as Sanitary Worker	21 to 35 years	BPS-1
18.	Gardner	01	Karachi	At least passed the 5 th grade	At least 3 years of working experience as Gardner	21 to 35 years	BPS-1

Candidate should submit their application with detailed CV and copies of supporting testimonials & Copy of CNIC on address given below through courier till 5th January, 2015. Application will not be received by hand. Applications received after due date shall not be entertained.

Note: only short listed candidates would be called for interview.

Address: Nutrition Support Program, I.I MS Depot, Rafiqui Shaheed Road, Near JPMC, Cantt, Karachi.


(Program Manager)
 Nutrition Support Program
 Health Department
 Govt. of Sindh

14.	Chawkidar	02	Karachi	At least passed the 5 th grade	At least 3 years of working experience as Chawkidar	21 to 35 years	BPS-1
15.	NaibQasid	01	Karachi	At least passed the 5 th grade	At least 3 years of working experience as Naib Qasid	21 to 35 years	BPS-1
16.	Peon	02	Karachi	At least passed the 5 th grade	At least 3 years of working experience as Peon	21 to 35 years	BPS-1
17.	Sanitary Worker	02	Karachi	At least passed the 5 th grade	At least 3 years of working experience as Sanitary Worker	21 to 35 years	BPS-1
18.	Gardner	01	Karachi	At least passed the 5 th grade	At least 3 years of working experience as Gardner	21 to 35 years	BPS-1

Candidate should submit their application with detailed CV and copies of supporting testimonials & Copy of CNIC on address given below through courier till 5th January, 2015. Application will not be received by hand. Applications received after due date shall not be entertained.

Note: only short listed candidates would be called for interview.

Address: Nutrition Support Program, LI MS Depot, Rafiqi Shaheed Road, Near JPMC, Cantt, Karachi.


 (Program Manager)
 Nutrition Support Program
 Health Department
 Govt. of Sindh