



PROVINCIAL DISASTER MANAGEMENT AUTHORITY, REHABILITATION DEPARTMENT, GOVERNMENT OF SINDH.

No.PDMA(S)11(14)/2015

Karachi, dated 27th March, 2015

POSITIONS VACANT

Applications from eligible candidates are invited for the following posts in Provincial Disaster Management Authority, Sindh, having qualification and experience indicated against each post:

S.No.	Name of Post & BPS	Vacant Post	Qualification	Experience
1	GIS Assistant (BS-15)	01	Bachelor's Degree in Geography with 1 st Class from recognized University. Certificate / course / Diploma in communication and Information Technology will be given priority.	Experience of at least 3 years in the field of GIS with good command ArcGIS, Geodatabase development and MS Office.
2	Data Processing Assistant (BS-14)	02	BS/ BCS/ Graduate along with Diploma in IT. Proficiency in MS Office. Typing speed of 45 words per minute.	Experience of 3 to 5 years in relevant field.
3	Warehouse Supervisor (BS-14)	01	Graduate with at least 2 nd class. Computer proficiency is an additional advantage.	Experience of 3-5 years.
4	Store Keeper (BS-14)	01	Graduate with at least 2 nd class. Computer proficiency is an additional advantage.	Experience of 3-5 years.
5	Assistant Store Keeper (BS-09)	02	Intermediate with B Grade.	Experience of 2-3 years.
6	Security Supervisor (BS-07)	03	Matric with B Grade. (Preferably retired personnel from Armed forces).	Experience of 5 years.
7	Security Guard (BS-05)	10	Matric with at least B Grade. (Preferably retired personnel from Armed forces).	Experience of 3 years.
8	Dispatch Rider (BS-05)	01	Matric in B Grade with valid Bike driving license. Candidates having experience will be given priority.	---
9	Driver (BS-05)	03	Matric in B Grade with valid LTV driving license.	Experience of 3 to 5 years.
10	Helper (Bs-05)	02	Matric with at least B Grade (Certificate / Course in Electrical / Electronics/ Mechanical discipline).	---
11	Naib Qasid (BS-02)	04	Middle. Candidates having experience will be given priority.	---
12	Sanitary Worker (BS-01)	03	Primary.	---

Applications should reach the office of Provincial Disaster Management Authority, Sindh, Bungalow No. 40, Street 24, Khayaban-e-Mujahid, DHA Phase-V, Karachi within 15 days of the publication of this advertisement, along with attested photocopies of the following documents.

- Complete Academic Qualification Certificates.
- Typing Certificate, where applicable.
- Course Certificates / Experience Certificates where applicable.
- Copy of valid LTV License in case of drivers.
- Copy of valid Bike License in case of Dispatch Riders.
- Domicile Certificate and PRC.
- Two recent passport size photographs.

Note:-

- No TA/DA shall be allowed.
- Candidates in government / semi government services must route their application through proper channel.
- The general upper age relaxation limit will be as per policy of the Government.
- The posts will be filled in urban / rural quotas as per prescribed rules of the Government of Sindh.
- The reserved quota for disabled person, women and minority shall be adhered to as per government policy.
- The application without or incomplete documents shall not be entertained.
- The date and venue of the written test / walk-in interview will be published in the leading dailies.
- These posts are temporary but likely to be permanent.
- The relaxation regarding maximum Age limit as notified by government shall apply except in case of retired personal from law enforcement agencies (Sr. No 6 & 7), maximum age limit will be 45 years.



Assistant Director (Admn)
For Director General, PDMA Sindh.