

JOB OPPORTUNITIES

Build Your Future With US

Applications are invited from Pakistani nationals on a one-year contract (with prospects for extension) for the following posts based in Islamabad:

S.No.	No. of Posts	Type of Post	Qualifications/Experience
1	1	Administrative Officer (Equivalent to BPS-18 plus rental ceiling of Islamabad)	<ul style="list-style-type: none"> BS/MA/MSc from recognized university. Retired Major/Lieutenant Colonel or equivalent from the Armed Forces or five years' experience of administration of an autonomous/semi-autonomous organization. Proficiency in Computer skills.
2	1	Media Coordinator & Protocol Officer (Equivalent to BPS-17 plus rental ceiling of Islamabad)	<ul style="list-style-type: none"> BS/MA (Mass Communication, Journalism or Marketing). 2-3 years' experience in media, public relations, public affairs, communications or journalism role.
3	1	Technician (Equivalent to BPS-11 plus rental ceiling of Islamabad)	<ul style="list-style-type: none"> FA/FSc Diploma in IT. 3 years' experience in computer hardware and networking.

Applications may be submitted by post latest by **10 May 2019** along with:

- (i) Bio Data format available on IPRI's website: **www.ipripak.org**
 - (ii) 1 bound dossier of attested documents, containing CV, 2 recent photographs, CNIC, experience certificates, educational degrees/other testimonials along with equivalence certificate in case of Foreign Degrees
- NOC from the Department and Educational Degrees/other testimonial will be demanded in original at the time of interview.
 - Government employees have to submit NOC also.
 - The Institute reserves the right to increase, decrease or cancel any of the advertised post.
 - Only short-listed candidates will be called for written test and interview for which no TA/DA will be paid.

IPRI is an equal opportunity employer.

SEND DETAILS TO:

Address: Admin Officer, IPRI, Fifth Floor, Evacuee Trust Complex, Sir Aga Khan Road, Sector F-5/1, Islamabad, Pakistan

Phone: +92 51 9211346-49; **Fax:** +92 51 9211350; **Website:** www.ipripak.org