

CAREER OPPORTUNITIES

PAKISTAN RAILWAYS

at Pakistan Railways,
Headquarter's Office,
Lahore against the following
posts on merit

Highly Competitive Positions in MP-I Scale

BE A CHANGE LEADER

Looking for Top Level Professionals having ability to
Transform Pakistan Railways.

E-MAIL TO APPLY: diradmn@railways.gov.pk



ADVISOR HUMAN RESOURCE DEVELOPMENT & CB

**REVAMP & BUILD
HUMAN CAPTIAL**

Age (Min 45 Years) (Max) 62 Years
No. of Posts: ONE

Ph.D in relevant subject(s) with 14 years professional experience or Masters (such as MBA or Masters in Management or HRM & Capacity Building) from HEC recognized university in relevant subject(s) with 18 years post qualification experience in relevant field.



ADVISOR BUSINESS PLANNING

**LEAD PAKISTAN RAILWAYS
TOWARDS A VIBRANT
BUSINESS ENTITY**

Age (Min 45 Years) (Max) 62 Years
No. of Posts: ONE

Ph.D in relevant subject(s) with 14 years professional experience or Masters in relevant subject(s)(such as MBA / CA/ M.Com, etc.) from HEC recognized university with 18 years post qualification experience in relevant field.



ADVISOR TECHNICAL

**TRANSFORM PAKISTAN
RAILWAYS TO NEW
TENCHOLOGICAL HORIZON**

Age (Min 45 Years) (Max) 62 Years
No. of Posts: ONE

Ph.D in relevant subject(s) with 14 years professional experience or Masters in relevant subject(s)(such as Masters in Engineering, etc.) from HEC recognized university with 18 years post qualification experience in relevant field.

- ▶ Recruitment will be made as per policy issued by the Establishment Division, Government of Pakistan vide their O.M. No. 1/3/2020-E-6 dated 22-06-2020 titled "Management Position Scales Policy, 2020".
- ▶ The appointment will be on contract basis initially for a period of three (03) years further extendable for a maximum period of two (02) years on annual (yearly) basis subject to satisfactory performance.
- ▶ Other perks, privileges, Job Description, Eligibility Criteria & terms and conditions can be seen on our websites i.e. www.pakrail.gov.pk and www.railways.gov.pk
- ▶ Candidates should have relevant experience of working in multi discipline large organizations requiring highly challenging and transformational environment with proven track record of success and achievement.
- ▶ Applications on prescribed format alongwith complete CV, passport size photograph should reach at the address given below, within thirty (30) days of the publication of this

advertisement through courier or e-mail on diradmn@railways.gov.pk (soft copy on prescribed format). Incomplete applications will not be considered.

- ▶ All those candidates who have applied earlier should apply afresh as per new requirement and policy approved by the Government of Pakistan under "Management Position Scales Policy, 2020" notified by the Establishment Division vide O.M. No. 1/3/2020-E-6 dated 22-06-2020 as their earlier applications will not be entertained.
- ▶ Candidates who apply in response to advertisement on social media must apply on given e-mail diradmn@railways.gov.pk
- ▶ Recruitment agencies/ Head-hunters can also recommend their candidates latest by the last date of submission of applications, as per approved policy of the Railway Board.
- ▶ Only short listed candidates shall be called for interview.

Director Administration

Ministry of Railways, Room No.426, 4th Floor, Block-D, Pak. Secretariat, Islamabad.
Phone 051-9205154 | Email : diradmn@railways.gov.pk



PI/D/026/20

**CAREER OPPORTUNITIES
FOR PROFESSIONALS IN PAKISTAN RAILWAYS**

Pakistan Railways has opportunities available for suitably qualified, experienced professionals to serve in Pakistan Railways at Pakistan Railways, Headquarter's Office, Lahore against the following posts on merit:

Advisor (HRD & CB) (MP-I Scale) (One post)			
1.	Required Educational Qualification and Experience	Ph.D in relevant subject(s) with 14 years professional experience or Masters (such as MBA or Masters in Management or HRM & Capacity Building) from HEC recognized university in relevant subject(s) with 18 years post qualification experience in relevant field.	
2.	Eligibility Criteria:	1.	Having clear understanding of government functioning.
		2.	The demonstrated ability to have performed similar tasks/assignment in public or private sector organization.
		3.	Able to demonstrate up to date knowledge of theory and practice in key areas of organizational development particularly around change management, developing organization culture and learning and development.
		4.	The ability to analyze and present information or draft material from human resource management point of view, in a clear and logical manner as well as very good inter-personal and communication skills are necessary. The position requires fluency in English too.
		5.	Strong leadership and team work experience.
3.	Job Description:	1.	Overall head of the Human Resource Department of Pakistan Railways.
		2.	To report to Federal Minister for Railways on human resource related matter and to Ministry of Railway, on need basis.
		3.	To provide policy and strategic support in the management of human resource of Pakistan Railways.
		4.	Prepare and regularly update human resource management plan, based on existing requirements and keeping in perspective up-gradation of ML1 project, and implementable strategy with realistic action plan having specific targets and key performance indicators (KPIs).
		5.	Lead the implementation of human resource policy, strategy by proactively engaging with all stakeholders within railways and outside railways.
		6.	To liaise with the Divisional Superintendents, Principal Officers and other government departments regarding human resources matters.

		7.	Providing organizational development solutions, human resources development programs and effectively implementing such solutions/programs.
		8.	Any other task or assignment entrusted by Secretary Railways or CEO/Sr. G.M.
4.	Salary and Perks (Management Position-I Scale)		
a.	Scale of Pay	Rs. 433,950-33,000-532,950.	
b.	Accommodation	Up to a rental ceiling of Rs. 101,000/- per month.	
c.	Utilities	Rs. 19,650/- per month.	
d.	Transport	As per monetization of transport facilities policy MP-I Rs. 95,910/- per month.	
e.	TA/DA on domestic official tour	As admissible to civil servants of the highest grade.	
f.	TA/DA on official duty abroad	As admissible to civil servants in Category-I.	
g.	Medical Facility	Reimbursement of medical and hospitalization charges for self, spouse and children for treatment received at Government or Government recognized Institution in Pakistan.	
h.	Leave	The incumbent shall earn leave on full pay @ 3 days per month on annual basis and the leaves earned shall be availed during the currency of the year. Title of Leave will neither be carried over to the next year in case of non-availing nor will it be encashed.	
i.	Gratuity	One month's basic pay for each completed year of service.	

5.	Contract Period:		
i)	Tenure of contract	Three (03) years further extendable for a maximum period of two (02) years on annual (yearly) basis subject to satisfactory performance.	
ii)	Termination of Contract	On completion of tenure or one month's notice from either side.	
6.	Discipline	As applicable in case of contract employees	

Advisor (Business Planning) (MP-I Scale) (One post)			
1.	Required Educational Qualification and Experience	Ph.D in relevant subject(s) with 14 years professional experience or Masters in relevant subject(s)(such as MBA / CA/ M.Com, etc.) from HEC recognized university with 18 years post qualification experience in relevant field.	
2.	Eligibility Criteria:	1.	Having clear understanding of government functioning.
		2.	The demonstrated ability to have performed similar tasks / assignment in public or private sector organization.
		3.	The ability to analyze and present information or draft material from business point of view, in a clear and logical manner as well as very good inter-personal and communication skills are necessary. The position requires fluency in English too.

		4.	Preference will be given candidates: a) Having variety of experience in the relevant fields such as business portfolio management, business development, investment performance analytics, and PPP projects, etc. b) With more than three years of work experience in domestic or international corporate at senior level positions.
		5.	Strong leadership and team work experience.
3.	Job Description:	1.	Overall head of the Business Planning Directorate of Pakistan Railways.
		2.	To report to Federal Minister for Railways on business planning related matter and to Ministry of Railway, on need basis.
		3.	To provide policy and strategic support in the management of business planning of Pakistan Railways.
		4.	Prepare and regularly update Pakistan Railway' business plan, based on existing requirements and keeping in perspective upgradation of ML-1 project, with implementable strategy and realistic action plan having specific targets and key performance indicators (KPIs).
		5.	Lead the implementation of business development policy, strategy by proactively engaging with all stakeholders within railways and outside railways.
		6.	To liaise with the Divisional Superintendents, Principal Officers and other government departments regarding business planning matters.
		7.	Providing business development solutions by designing products in railway sector based on market principles and effectively implementing such products.
		8.	To build a team of professional in Business Development Directorate and give the team with achievable targets.
		9.	Any other task or assignment entrusted by Secretary Railways or CEO/Sr. G.M.
4.	Salary and Perks (Management Position-I Scale)		
a.	Scale of Pay	Rs. 433,950-33,000-532,950.	
b.	Accommodation	Up to a rental ceiling of Rs. 101,000/- per month.	
c.	Utilities	Rs. 19,650/- per month.	
d.	Transport	As per monetization of transport facilities policy MP-I Rs. 95,910/- per month.	
e.	TA/DA on domestic official tour	As admissible to civil servants of the highest grade.	
f.	TA/DA on official duty abroad	As admissible to civil servants in Category-I.	
g.	Medical Facility	Reimbursement of medical and hospitalization charges for self, spouse and children for treatment received at Government or Government recognized Institution in Pakistan.	

h.	Leave	The incumbent shall earn leave on full pay @ 3 days per month on annual basis and the leaves earned shall be availed during the currency of the year. Title of Leave will neither be carried over to the next year in case of non-availing nor will it be encashed.
i.	Gratuity	One month's basic pay for each completed year of service.
5.	Contract Period:	
i)	Tenure of contract	Three (03) years further extendable for a maximum period of two (02) years on annual (yearly) basis subject to satisfactory performance.
ii)	Termination of Contract	On completion of tenure or one month's notice from either side.
6.	Discipline	As applicable in case of contract employees.

Advisor (Technical) (MP-I Scale) (One post)		
1.	Required Educational Qualification and Experience:	Ph.D in relevant subject(s) with 14 years professional experience or Masters in relevant subject(s)(such as Masters in Engineering, etc.) from HEC recognized university with 18 years post qualification experience in relevant field.
2.	Eligibility Criteria:	1. Having clear understanding of government functioning.
		2. Demonstrated ability to have performed similar tasks / assignment in public or private sector organization.
		3. Demonstrated ability to have performed similar tasks / assignment in public or private sector organization.
		4. The ability to analyze and present information on technical matters, in a clear and logical manner as well as very good inter-personal and communication skills are necessary. The position requires fluency in English too.
		5. Strong leadership and team work experience.
3.	Job Description:	1. Advise on technical matters relating to Railway rolling stock and Infrastructure.
		2. To report to Minister for Railways on Technical issues.
		3. To communicate across teams within Pakistan Railways and Ministry of Railways.
		4. Support to develop technical programmes, based on existing requirements and keeping in perspective upgradation of ML-1 Project, and implementable strategy with realistic action plan having specific targets and key performance indicators (KPIs).

		5.	Lead the implementation of on-going strategy of raising the axle load and line capacity over Pakistan Railways, by proactively engaging with all stakeholders within and outside Railways.
		6.	To liaise with all stake holders and government departments regarding technical issues.
		7.	Conduct technical reviews of on-going projects.
		8.	Task or assignment entrusted by the Federal Minister for Railways.
4.	Salary and Perks (Management Position-I Scale)		
a.	Scale of Pay	Rs. 433,950-33,000-532,950.	
b.	Accommodation	Up to a rental ceiling of Rs. 101,000/- per month.	
c.	Utilities	Rs. 19,650/- per month.	
d.	Transport	As per monetization of transport facilities policy MP-I Rs. 95,910/- per month.	
e.	TA/DA on domestic official tour	As admissible to civil servants of the highest grade.	
f.	TA/DA on official duty abroad	As admissible to civil servants in Category-I.	
g.	Medical Facility	Reimbursement of medical and hospitalization charges for self, spouse and children for treatment received at Government or Government recognized Institution in Pakistan.	
h.	Leave	The incumbent shall earn leave on full pay @ 3 days per month on annual basis and the leaves earned shall be availed during the currency of the year. Title of Leave will neither be carried over to the next year in case of non-availing nor will it be encashed.	
i.	Gratuity	One month's basic pay for each completed year of service.	
5.	Contract Period:		
i)	Tenure of contract	Three (03) years further extendable for a maximum period of two (02) years on annual (yearly) basis subject to satisfactory performance.	
ii)	Termination of Contract	On completion of tenure or one month's notice from either side.	
6.	Discipline	As applicable in case of contract employees.	

Applications on prescribed format alongwith complete CV, passport size photograph should reach at the address given below, within thirty (30) days of the publication of this advertisement through courier or e-mail on diradmn@railways.gov.pk (soft copy on prescribed format). Incomplete applications will not be considered.

Recruiting Agencies can also forward applications of professional with required education and experience on the terms & conditions approved by the Railway Board in its 9th Meeting held on 25.2.2020 under ex-agenda item No. 1, on payment of one month salary, equal to MP-1 Scale or equivalent, to Head Hunters provided referrals by the Recruiting Agency/Head Hunters is finally selected on merit through selection procedure. However, if applied directly by the candidate as well, direct application will be entertained/considered for the scrutiny.

Pakistan Railways is the largest Public Sector Organization in the country in transport sector, which carried over 60 million passengers and about 8.7 million tonnes of freight during last financial year 2018-19. Candidates who wish to apply for the given positions shall have world class experience of working in relevant fields with multidiscipline large organizations requiring highly challenging and transformational environment, with proved track record of success and achievements. PR is looking for an Advisors of the world class experience, with national/international experience in the relevant fields of specialty having proven track record par excellence, who will directly head the respective teams of Railway and market professionals, for devising solutions strategy and implementing the plans to achieve desired results. The positions will be based in PR Headquarters Office Lahore.

Pakistan Railways is an equal opportunity provider.

Performa to be filled in by the applicant and to be attached with the application and CV;

I	Post applied for	
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II	Personal Information	
1.	Name	
2.	Father's Name	
3.	Email	
4.	Mobile	
5.	Address	
6.	CNIC Number	
7.	Date of Birth & Age	

III	Qualification (Start from the latest)			
#	Qualification/Degree	Year of Passing	Institution	Major Subjects
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				

IV Experience in Pakistan (Start from the latest)					
#	Designation	Organization	Period From	Period To	Key Responsibilities
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					

V International Experience, if any (Start from the latest)					
#	Designation	Organization	Period From	Period To	Key Responsibilities
1.					
2.					
3.					
4.					
5.					
6.					

VI Trainings/Workshops/Certifications				
#	Training Course	Institution/Organization	Period From	Period To
1.				
2.				
3.				
4.				
5.				
6.				

VII Publications			
#	Title	Journal/Periodical	Date of Publication
1.			
2.			
3.			
4.			

VIII	Allied Skills (Please elaborate)	
1.	IT Skills	
2.	Skills related to Railways/Software/Transport	
3.	Communication Skills	
4.	Other Skills	
5.		

IX	Awards	
#	Description/title	Institution/Organization /Date
1.		
2.		
3.		

X	Any other Information	
#	Description	
1.		
2.		
3.		

XI	References (Minimum two)	
1.		
2.		
3.		

Additional pages can be attached in case of more information.

Director Administration
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Islamabad.
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