



DIRECTORATE OF MONITORING, HOME DEPARTMENT
GOVERNMENT OF THE PUNJAB
POSITIONS VACANT



The Directorate of Monitoring is an independent third party monitoring mechanism of various security agencies including Punjab Highway Patrol, Private Security Companies and their database management, monitoring of Prisons, Banks Security measures, Helpline 1124 for citizen's assistance on intercity roads and Helpline 1121 Child Protection & Welfare Bureau.

The Directorate of Monitoring, Home Department, Govt. of Punjab has authorized NTS to conduct Entry Test of candidates for the recruitment of following categories:-

Sr.	Name of Posts	Posts	Qualification	Experience
1	System Analyst Business (Lump sum)	01	a) Bachelors or Masters in any field of IT or Management / Economics from some reputed foreign or HEC recognized University / Institution. b) Shall not be more than 35 years of age on the closing date of advertisement.	a) Minimum 03 years of IT experience with at least 01 year in a similar role in a large software development / consultancy organization of good repute. b) Professional experience will start after the completion of minimum qualification/Degree required for the position. c) Preference will be given to the professionals with industry standard certification in the respective discipline.
2	Network Manager (Lump sum)	01	a) Masters in any field of IT, Electrical or Electronics from some reputed foreign or HEC recognized University / Institution. b) Shall not be more than 35 years of age on the closing date of advertisement.	a) Minimum 03 years' experience of design, installation and maintenance of VSAT, LAN and WAN at a location or foreign organization of good repute. 02 years' experience of installation, troubleshooting and maintenance of Web / application and Database Server, and other client or server software packages. b) Professional experience will start after the completion of minimum qualification/Degree required for the position. c) Preference will be given to the professionals with industry standard certification in the respective discipline. CCNA certification is must and CCNP will be preferred.
3	Senior Programmer (Lump sum)	01	a) Bachelor or Masters in any field of IT from some reputed foreign or HEC recognized University / Institution. b) Shall not be more than 30 years of age on the closing date of advertisement.	a) After Masters, minimum 02 years and after Bachelors minimum 04 years' of development in PHP (Codeigniter, Laravel), ASP.Net and Databases (MySQL, SQL Server, Couchbase) with at least 01 year in a similar role in a large IT / consultancy organization of good repute. b) Professional experience will start after the completion of minimum qualification / degree required for this position.

4	Network Maintenance Staff / Network System Engineer (Lump sum)	04	<p>a) Bachelors or Masters in any field of IT from some reputed foreign or HEC recognized University/Institution.</p> <p>b) Should not be more than 30 years of age on the closing date of advertisement.</p>	<p>a) Minimum 01 year certified experience of design, installation and maintenance of Local and Wide Area Networks (LAN/WAN) at local or foreign organization of good repute.</p> <p>b) Professional experience will start after the completion of minimum qualification/degree required for this post.</p> <p>c) Preference will be given to the professionals with industry standard certification in the respective discipline.</p>
5	System Operator (BS-12)	01	<p>a) B.C.S/B.Sc. or equivalent (Minimum 2nd Division) from a recognized Institute / University.</p> <p>b) Minimum 35 WPM typing speed</p> <p>c) Proficient in use of MS office.</p> <p>d) Basic knowledge of all office equipment (Telephone, Fax, Computers, Printers etc.)</p> <p>e) Should have working knowledge of functional English and fluent in spoken language and basic composition in writing.</p> <p>f) Should not be more than 30 years of age on the closing date of advertisement.</p>	<p>a) Shall have minimum 03 years certified experience.</p> <p>b) Should be able to converse fluently on telephone / wireless.</p>
6	Customer Support Representative (Lump sum)	01	<p>a) Intermediate or Equivalent from some reputed foreign or government recognized institution.</p> <p>b) Fluent in Urdu, English and Punjabi (any dialect).</p> <p>c) Shall not be more than 30 years of age on closing date of advertisement.</p> <p>d) Proficiency in use of MS Office and IT equipment.</p>	<p>a) Preference will be given to professionals with industry/market experience as a CSR at a local or foreign organization of good repute.</p> <p>b) Experience of a call center will start after the completion of minimum qualification/degree required for this position.</p>
7	Telephone Operator (BS-07)	01	<p>a) Intermediate or equivalent</p> <p>b) Basic knowledge of all office equipment (Telephone, Fax, Printers etc.)</p> <p>c) Should have working knowledge of functional English and fluent in spoken language and basic composition in writing.</p> <p>d) Shall not be more than 30 years of age on closing date of advertisement.</p>	<p>a) Should have experience in serving food and beverages with proper etiquettes.</p> <p>b) Should have experience in assisting office job.</p> <p>c) Should be able to assist in record sorting / filing.</p>

General Terms and Conditions of Appointment

- The above positions are offered for an initial contract period of three years renewable subject to satisfactory performance of the individual and as per terms of agreement.
- The positions are based in Lahore.
- Candidates holding valid domicile from Punjab are eligible for above posts.
- Detailed terms & conditions of contract appointment shall be governed by the existing Contract Appointment Policy of the Government.
- Directorate of Monitoring, Home Department reserves the right to withhold the recruitment process at any stage.
- Directorate of Monitoring, Home Department reserves the right to decrease / increase the number of posts at the time of recruitment subject to availability of posts.
- 02% quota is reserved for disabled. Candidates applying against Disabled Quota must attach Disability Certificate from District Social Welfare Officer.
- 15% of vacancies are reserved for women. However, they will also be considered against open merit.
- 5% of vacancies are reserved for minorities subject to fulfillment of other conditions.
- No TA/DA will be allowed to candidates for tests or interview.
- All Government employees shall apply through proper Channel.
- Applications shall only be received by post. No personal delivery.
- Incomplete applications will not be entertained against the post applied for.
- No age relaxation is permissible to the candidates applying for the said posts.

How to Apply

- Application form and online deposit slip are available on National Testing Service Website **www.nts.org.pk**.
- Applications must be received at the given address not later than **28th March, 2016**.
- NTS will not be responsible for late receipt of applications sent through post or by any other courier service.
- Please submit your test fee Rs.450/- through prescribed deposit slip on any online branch of HBL, MCB, UBL or ABL.
- Candidates are required to send their applications to NTS Headquarters, Islamabad on prescribed forms along with paid online deposit slip (original).
- Candidates are not allowed to bring cell phones to the examination centers.
- Deposited amount is non-refundable and non-transferable.
- Applications submitted by hand will not be entertained.
- Change of Test center, category is not allowed. **Original CNIC and Roll Number Slip is Mandatory for test entry.**
- Candidates getting 50% marks in NTS will be short listed for further processing.

Last date of submission of application forms

28th March, 2016

For further information, please contact:

UAN:+92-51-844-444-1



NATIONAL TESTING SERVICE-PAKISTAN

NTS Headquarter: 1-E, Street No.46, Sector I-8/2, Islamabad



DIRECTORATE OF MONITORING, HOME DEPARTMENT GOVERNMENT OF THE PUNJAB (POSITIONS VACANT)

The Directorate of Monitoring is an independent third party monitoring mechanism of various security agencies including Punjab Highway Patrol, Private Security Companies and their database management, monitoring of Prisons, Banks Security measures, Helpline 1124 for citizen's assistance on intercity roads and Helpline 1121 Child Protection & Welfare Bureau.

The Government of Punjab requires the services of well qualified professionals for the following vacant posts on contract basis in Directorate of Monitoring, Home Department.

Sr.	Name of Posts	Posts	Qualification	Experience
1	Additional Director (Equivalent BS-19)	01	<ul style="list-style-type: none"> a) MBA, MPA, LLB, MA, MSc or equivalent from a reputed institution / university. b) Shall not be more than 55 years of age on the closing date of advertisement. c) Proficiency is use of MS Office. 	<ul style="list-style-type: none"> a) At least 10 years' experience in public sector organizations in a senior managerial position. b) Adequate experience in monitoring and evaluation of organizations in the public sector. c) Proven capability to generate quality reports and study and evaluation assignments. d) Adequate knowledge of functioning of Police and relevant laws.
2	Deputy Director (Equivalent BS-18)	01	<ul style="list-style-type: none"> a) MBA, MPA, LLB, MA, MSc or equivalent from a reputed institution / university. b) Shall not be more than 50 years of age on the closing date of advertisement. c) Proficiency is use of MS Office. 	<ul style="list-style-type: none"> a) At least 07 years' experience in public sector organizations in a senior managerial position. b) Adequate experience in monitoring and evaluation of organizations in the public sector. c) Proven capability to generate quality reports and study and evaluation assignments. d) Adequate knowledge of functioning of Police and relevant laws.
3	Assistant Director (Equivalent BS-17)	03	<ul style="list-style-type: none"> a) MBA, MPA, LLB, MA, MSc or equivalent from a reputed institution / university. b) Shall not be more than 45 years of age on the closing date of advertisement. c) Proficiency is use of MS Office. 	<ul style="list-style-type: none"> a) At least 05 years' experience in public sector organizations in a senior managerial position. b) Adequate experience in monitoring and evaluation of organizations in the public sector. c) Adequate knowledge of functioning of Police and relevant laws.
4	Driver (BS-05)	02	<ul style="list-style-type: none"> a) Literate. b) Shall not be more than 30 years of age on the closing date of advertisement. c) Shall have a valid LTV/HTV driving license. 	
5	Driver (Lump sum)	01	<ul style="list-style-type: none"> a) Middle. b) Shall have LTV License. c) Shall not be more than 30 years of age on the closing date of advertisement. 	<ul style="list-style-type: none"> a) Minimum 02 years' experience in driving at some private or public sector. b) The candidates with more qualification are given preference.

6	Sweeper (BS-02)	01	Shall not be more than 30 years of age on the closing date.
7	Office Boy / Helper (Lumps sum)	01	a) Literate. b) Shall not be more than 30 years of age on the closing date of advertisement.

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- Candidates holding valid domicile from Punjab are eligible for above posts.
- Detailed terms & conditions of contract appointment shall be governed by the existing Contract Appointment Policy of the Government.
- Directorate of Monitoring, Home Department reserves the right to withhold the recruitment process at any stage.
- Directorate of Monitoring, Home Department reserves the right to decrease / increase the number of posts at the time of recruitment subject to availability of posts.
- 02% quota is reserved for disabled. Candidates applying against Disabled Quota must attach Disability Certificate from District Social Welfare Officer.
- 15% of vacancies are reserved for women. However, they will also be considered against open merit.
- 5% of vacancies are reserved for minorities subject to fulfillment of other conditions.
- No TA/DA will be allowed to candidates for tests or interview.

Submission of Applications

- All Government employees shall apply through proper Channel.
- All applications shall be accompanied with a CV, copy of CNIC; two recent passport size photographs duly attested by a Gazetted Officer and attested copies of certificates / degrees.
- Only the Short listed candidates will be considered for selection process, which will include written test, evaluation and interview.
- All applicants are requested to submit their applications to "**The Directorate of Monitoring, Home Department, 346-B, VSAT Building, adjacent to Arfa Software Technology Park, Ferozpur Road, Lahore.**" Ph # (042-99233210-11) by 28th March, 2016, in a sealed envelope stating clearly the name of the post for which applied for.
- Applications shall only be received by post. No personal delivery.
- Incomplete applications will not be entertained against the post applied for.
- No age relaxation is permissible to the candidates applying for the said posts.

**Additional Director (Ops)
Directorate of Monitoring
Home Department
042-99233210-11**