

Government of Pakistan  
Ministry of Energy  
(Petroleum Division)



HYDROCARBON DEVELOPMENT INSTITUTE OF PAKISTAN

SITUATIONS VACANT

Applications on plain paper alongwith attested CV/testimonials are invited from suitable Pakistani nationals for recruitment in the following posts of PSDP project titled "Up-Gradation of POL Testing Facilities of HDIP at Islamabad, Lahore, Multan, Peshawar, Quetta and ISO Certification of Petroleum Testing Laboratory at Islamabad":-

S.#.	Name of Post	No. of posts	Domicile	Qualification & Experience	age
1.	Project Director	1	Merit	-Minimum 16 years of education. Degree in public policy, public Administration, Economics, Management or equivalent from a university/ institute recognized by HEC. -12 years of relevant experience. Excellent. communication/presentation skills with fluency in written and spoken English. -Strong interpersonal skills and ability to work effectively at all levels in a collaborative team environment Deliver project management services and ensure inclusion of performance metrics in project procurement plan. Monitor project procurement plan. Monitor project delivery and implement project controls.	45-55
2.	Chemist BS-17	1	Merit	M.Sc. Chemistry from a recognized university, experience is preferable.	22-35
3.	Admin. Officer BS-17	1	Merit	MBA (HR)/MPA/LLB degree from recognized university, Experience Preferable.	22-35
4.	PA to Project Director BS-16	1	Merit	Graduation with shorthand/Typing speed of 100/50 wpm three year relevant experiences.	20-35
5.	Scientific Assistant BS-16	2	Merit	B.Sc. (Chemistry).	20-35
6.	Assistant (Accounts) BS-14	1	Merit	B.Com with 2 <sup>nd</sup> Division experience preferable	20-35
7.	Assistant (Store) BS-14	1	Merit	Graduation with 2 <sup>nd</sup> Division experience preferable.	22-35
8.	Driver BS-5	1	Merit	Matric with LTV license with three years experience.	18-25

- Interested candidates may apply within 20 days of the publication of this advertisement by post on address mentioned below. Application by hand or advanced copy of application will not be entertained.
- Eligible Government, Semi-Government and Autonomous Bodies' servants should apply through proper channel and are required to produce N.O.C from their employees.
- Incomplete applications or applications received after due date will not be entertained.
- Only eligible short listed candidates will be called for test/interview.
- No TA/DA will be admissible for appearing in test/interview.
- This is a PSDP funded project. Appointment is subject to release of funds by Government of Pakistan. The Project Director has right to with-hold the appointment against any post due to any valid reason.

AFTAB YASIN  
Project Director,  
Up-Gradation of POL Testing Facilities of HDIP  
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