



GOVERNMENT OF KHYBER PAKHTUNKHWA
KHYBER PAKHTUNKHWA CITIES IMPROVEMENT PROJECT
LOCAL GOVERNMENT ELECTIONS & RURAL DEVELOPMENT DEPARTMENT
KHYBER PAKHTUNKHWA, PESHAWAR



JOB OPPORTUNITY

Hiring of Services of **SUPPORT STAFF** for Project Management Unit (PMU) and City Implementation Units (CIUs)
Khyber Pakhtunkhwa Cities Improvement Project (KPCIP), Local Government Elections & Rural Development Department (LGE&RDD)
Government of Khyber Pakhtunkhwa (GoKP)

Applications are invited from experienced individuals for the recruitment of **SUPPORT STAFF** on temporary basis from 06-12 months under the subject Project. Detailed Terms of Reference (TORs) for the positions can be downloaded from KPCIP website (<https://kpcip.org.pk>) under the link **Opportunities**.

The Support Staff will provide assistance and facilitation to PMU, and CIUs in the implementation of Land Acquisition & Resettlement Plans (LARPs), Corrective Action Plans (CAPs), and Resettlement Plans (RPs) under Khyber Pakhtunkhwa Cities Improvement Project (KPCIP).

Interested candidates shall submit their complete applications along with copies of complete documents i.e., [CVs / Resumes, copy of CNIC, Educational Degrees / Certificates, Experience Certificates, Training / Courses Certificates and 02 Passport size Photograph] in hard at the given address before the closing date.

Capacity Building Officer

No of Position: 01

Qualification: Preferably bachelor's degree.

Experience: Preferably 6-7 years of experience in designing and implementing training and capacity building programs, especially related to community engagement, participation, Grievance Redress Mechanisms. Working on policies of the Land Acquisition Act of KP and ADB Safeguard Policy Statement 2009.

Data Analyst

No of Position: 01

Qualification: Preferably bachelor's degree.

Experience: Preferably 4-5 years' experience in data analytics, cleansing and preparing and data, exploring. Analysing and visualizing data reports and dashboards preparations and narrative reporting of gathered data.

Senior Web Developer

No of Position: 01

Qualification: Preferably bachelor's degree.

Experience: Preferably 4-5 years of relevant experience in Web-based Applications / Software Development in a reputable organization/company/Software house is Required.

IT Assistant

No of Position: 01

Qualification: Preferably bachelor's degree.

Experience: Preferably 2-3 years of experience in IT support in projects, maintaining hardware, providing technical backstopping and troubleshooting support to staff.

Project Support Officer

No of Position: 01

Qualification: Preferably bachelor's degree.

Experience: Preferably 6-7 years' experience in project planning, implementation, monitoring & evaluation, project support or project coordination roles.

Finance Officer

No of Position: 01

Qualification: Preferably bachelor's degree.

Experience: Preferably 4-5 years' experience financial management, accounting, financial record keeping, funds disbursement, knowledge of GoKP financial rules and regulations.

Web Developer & Designer

No of Position: 01

Qualification: Preferably bachelor's degree.

Experience: Preferably 2-3 years of relevant experience in Web-based Applications / Software Development in a reputable organization/company/Software house is Required.

GENERAL TERMS & CONDITIONS:

- 1) After scrutiny of documents of the candidates, only eligible candidates fulfilling the criteria will be shortlisted for interviews.
- 2) Conditional applications or those received after the deadline shall not be entertained.
- 3) Candidates intending to apply for more than one post shall apply separately for each post.
- 4) No TA/DA shall be admissible for interviews.
- 5) Signed applications accompanied with documents **CVs / Resumes, copy of CNIC, Educational Degrees / Certificates, and Experience Certificates**, must be submitted at the given address before the closing date of applications.
- 6) The Employer reserves the right to accept or reject any application.
- 7) The number of vacancies can be increased / decreased as per the requirement.
- 8) All positions are project-based and therefore should not be considered as regular or permanent.

Complete applications with required documentation must be submitted to **Project Management Unit (PMU)**, at the address given below **not later than 08 January 2024**.

PROJECT MANAGEMENT UNIT (PMU)

Ground Floor, Afzal Apartments, Jamrud Road, Phase-3 Chowk, Hayatabad Peshawar Pakistan
Tel No. +92 (91) 5854555, Email: pdkpcip@gmail.com