

**PUNJAB IRRIGATION AND DRAINAGE AUTHORITY**

Head Office at Irrigation Secretariat Old Anarkali Lahore  
Phone: 9212771, 9212772, 9212773, FAX: 9212774

**STAFF REQUIRED**

Punjab Irrigation and Drainage Authority (PIDA), an equal opportunity organization, invites applications from suitable candidates of either sex for the following positions.

**1. Dy. General Managers (I&C) (02-Post) (Monthly Initial Remuneration of Rs.75,000/-)**

B.Sc. Civil Engineering from HEC recognized University. Higher education in relevant discipline will be assigned due weightage. Should have at least 15 years of post qualification experience including **10 years** experience of O&M of irrigation system and infrastructure with specific reference to community managed irrigation projects and development of foreign funded and community managed irrigation projects and **5 years** experience on senior position / head of independent unit / organization for operation of irrigation and drainage system and having potential to operate and manage community managed system. Maximum age limit shall be 55 years.

**2. Dy. General Manager (Operation) (01-Post) (Monthly Initial Remuneration of Rs.75,000/-)**

B.Sc. Civil Engineering from HEC recognized University. Higher Education in relevant discipline will be preferred. Should have at least 15 years of post qualification experience including **10 years** experience of O&M of irrigation system and infrastructure with specific reference to community manage irrigation projects, planning and execution of irrigation development projects, and **5 years** experience on senior position / head of independent unit / organization for operation of irrigation and drainage system and having potential to operate and manage community managed system is essentially required. Maximum age limit shall be 55 years.

**3. Dy. General Manager (Training) (01-Post) (Monthly Initial Remuneration of Rs.75,000/-)**

B.Sc. Civil Engineering from HEC recognized University. Higher Education in relevant discipline will be preferred. Qualification as a trainer from a recognized institute shall be preferred. Should have at least 15 years of post qualification experience including **10 years** experience of operation and maintenance of irrigation infrastructure with ability to train staff in the matters relating to the operation and maintenance of irrigation system and **5 years** experience on senior position as head of independent unit / entity with a Public / Private Organization in the field of irrigation management and planning, implementing and organizing the training activities. Maximum age limit shall be 55 years.

**4. Manager (M&E) (01-Post) (Monthly Initial Remuneration of Rs.30,000/-)**

Masters Degree in Sociology or Rural Sociology or Social Work or Agri-Economics or Anthropology from HEC recognized Universities. Should have at least 07 years post qualification experience in M&E of functioning of community based organizations with Public / Private Organizations with special reference to water sector.

OR

B.Sc (Civil Engg.) from HEC recognized Universities. Should have at least 07 years post qualification experience in irrigation system management, operation and maintenance or 7 years post qualification experience in irrigated agriculture related fields, specially in water management.

Must have experience of organizational development issues and knowledge of accounts matters, monitoring the performance of farmers based organizations and preparation of performance reports etc. Having excellent communication skills in English, Urdu and Punjabi languages. . Should be conversant with MS Office. Maximum age limit shall be 50 years.

**5. Managers (Operation) (02-Post) (Monthly Initial Remuneration of Rs.30,000/-)**

B.Sc (Civil Engg.) from HEC recognized Universities. Should have at least 07 years post qualification experience in water management, development and operation of irrigation system. Having experience of organizational development and knowledge of accounts matters, monitoring the performance of organization and preparation of performance reports etc.

OR

Masters Degree in Sociology or Rural Sociology or Social Work or Agri-Economics or Anthropology from HEC recognized Universities. Should have at least 07 years post qualification

experience in water management, development and operation of irrigation system. Having experience of organizational development and knowledge of accounts matters, monitoring the performance of organization and preparation of performance reports etc.

Communication skills in English, Urdu and Punjabi languages. Should be conversant with MS Office. Maximum age limit shall be 50 years.

**6. Manager (Project) (01-Post) (Monthly Initial Remuneration of Rs.30,000/-)**

B.Sc (Civil Engg.) from HEC recognized Universities. Should have at least 07 years post qualification experience in irrigation system management, operation and maintenance. Experience in development projects, specially exposure of community managed irrigation system shall be a plus point. Having experience of organizational development and knowledge of accounts matters, monitoring the performance of organization and preparation of performance reports etc. Communication skills in English, Urdu and Punjabi languages. Should be conversant with MS Office. Maximum age limit shall be 50 years.

**7. Manager (Coordination) (01-Post) (Monthly Initial Remuneration of Rs.30,000/-)**

Masters Degree in Sociology or Rural Sociology or Social Work or Agri-Economics or Anthropology from HEC recognized Universities. Should have at least 07 years post qualification practical experience in the field of social mobilization and developing community based organizations with Public / Private Organizations with special reference to water sector. Must have experience of report writing and preparing proposals, plans regarding new projects. Excellent communication skills in English, Urdu and Punjabi languages. Should be conversant with MS Office. Maximum age limit shall be 50 years.

**8. Manager (Reforms) (01-Post) (Monthly Initial Remuneration of Rs.30,000/-)**

Masters Degree in Sociology or Rural Sociology or Social Work or Agri-Economics or Anthropology from HEC recognized Universities. Should have at least 07 years post qualification practical experience in the field of social mobilization and developing community based organizations with Public / Private Organizations with special reference to water sector. Must have experience of report writing and preparing proposals, plans regarding new projects. Excellent communication skills in English, Urdu and Punjabi languages. Should be conversant with MS Office. Maximum age limit shall be 50 years.

**9. Managers (SM) (02-Post) (Monthly Initial Remuneration of Rs.30,000/-)**

Masters Degree in Sociology or Rural Sociology or Social Work or Agri-Economics or Anthropology from HEC recognized Universities. Should have at least 07 years post qualification experience in the field of social mobilization and developing community based entities with Public / Private Organizations with special reference to water sector. Must have experience of organizational development issues and knowledge of accounts matters, monitoring of the performance of community based organization and preparation of performance reports etc, excellent communication skills in English, Urdu and Punjabi languages. Should be conversant with MS Office. Maximum age limit shall be 50 years.

**10. Training Coordinator (01-Post) (Monthly Initial Remuneration of Rs.39,000/-)**

Masters Degree in Sociology or Rural Sociology or Social Work or Agri-Economics or Anthropology from HEC recognized Universities. Should have at least 10 years post qualification practical experience in planning, implementing and organizing the training modules / curriculum etc. Having experience to coordinate, organize and conduct training programmes with reputed organizations and to develop, conduct, and operate the community managed organizational trainings related to water sector and their evaluations etc. Excellent communication skills in English, Urdu and Punjabi languages. Should be conversant with MS Office. Maximum age limit shall be 50 years.

**11. Tehsildars (02-Posts) (Monthly Initial Remuneration of Rs.51,000/-)**

Graduate from recognized universities by the HEC. Should have 12 years working experience as "Tehsildar" in Revenue Department, Government of the Punjab. Maximum age limit shall be 60 years.

**12. Law Officer (01-Posts) (Monthly Initial Remuneration of Rs.30,000/-)**

LLB from HEC recognized Universities / Institute. 7 years post qualification experience of working with reputed Public / Private Organization. Practical experience in water sector laws and drafting of

rules / regulations shall be plus point. Excellent communication skills in English, Urdu and Punjabi languages. Maximum age limit shall be 50 years.

**13. Assistant Director C&E (SEMU)(01-Posts)(Monthly Initial Remuneration of Rs.22,500/-)**

Masters Degree in Mass Communication from HEC recognized Universities. Experience of coordination with all the Departments and the Head office to ascertain and assess their needs for technical data and resource material shall be assigned due weightage. Excellent communication skills in English, Urdu and Punjabi languages. Should be conversant with MS Office. Maximum age limit shall be 35 years.

**14. Assistant Training Coordinators (03-Posts) (Monthly Initial Remuneration of Rs.22,500/-)**

Masters Degree in Sociology or Rural Sociology or Social Work or Agri-Economics or Anthropology from HEC recognized Universities. Practical experience in planning, implementing and organizing the training modules / curriculum etc. shall be given due weightage. Excellent communication skills in English, Urdu and Punjabi languages. Should be conversant with MS Office. Maximum age limit shall be 35 years.

**15. Assistant Manager (Finance) (01-Posts) (Monthly Initial Remuneration of Rs.22,500/-)**

C.A. Inter or ACMA or ACCA or MBA (Finance) or M.Com from HEC recognized university / institute. The working knowledge of IFRS / IAS compliance, IT environment and MS office shall be assigned due weightage. Maximum age limit shall be 35 years.

**16. Assistant Manager (M&E) (01-Posts) (Monthly Initial Remuneration of Rs.22,500/-)**

B.Sc (Civil Engg.) from HEC recognized Universities. Excellent communication skills in English, Urdu and Punjabi languages. Should be conversant with MS Office. Maximum age limit shall be 35 years.

**17. Assistant Managers (Training) (02-Posts) (Monthly Initial Remuneration of Rs.22,500/-)**

B.Sc. Civil Engineering from HEC recognized universities. Proficiency in Urdu / Punjabi / English and command over MS office is must. Maximum age limit shall be 35 years.

**18. Assistant Managers (IR) (03-Posts) (Monthly Initial Remuneration of Rs.22,500/-)**

Masters Degree in Sociology or Rural Sociology or Social Work or Agri-Economics or Anthropology from HEC recognized Universities. Experience of community mobilization, especially farming community, with Public / Private Organizations shall be given due weightage. Excellent communication skills in English, Urdu and Punjabi languages. Should be conversant with MS Office. Maximum age limit shall be 35 years.

**19. Assistant Trainers (Tech) (04-Post) (Monthly Initial Remuneration of Rs.22,500/-)**

B.Sc (Civil Engg.) from HEC recognized Universities.

OR

DAE (Civil) with 10 years post qualification experience of O&M of Irrigation Delivery System or working experience related to water management resources etc from Public / Private Organizations.

Excellent communication skills in English, Urdu and Punjabi languages. Should be conversant with MS Office. Maximum age limit shall be 35 years.

**20. Assistant Coordinator (Tech) (01-Post) (Monthly Initial Remuneration of Rs.22,500/-)**

B.Sc (Civil Engg.) from HEC recognized Universities.

OR

DAE (Civil) with 10 years post qualification experience of O&M of Irrigation Delivery System or working experience related to water management resources etc from Public / Private Organizations.

Excellent communication skills in English, Urdu and Punjabi languages. Should be conversant with MS Office. Maximum age limit shall be 35 years.

**21. Deputy Director (SEMU) (01-Posts) (Monthly Initial Remuneration of Rs.33,000/-)**

M.Sc. in Environmental Sciences or Environmental Engineering or Environmental Management and Development or equivalent qualification in Environmental discipline from a recognized institute / university by HEC. Should have 05 years post qualification experience in planning, development and implementation of social / environmental related projects in relevant disciplines / schemes in

Public / Private Organizations. Experience in water sector shall be preferred. Maximum age limit shall be 50 years.

**22. Sociologists (SEMU) (04-Posts) (Monthly Initial Remuneration of Rs.22,500/-)**

Master's Degree in Sociology or Rural Sociology or Social Work or Agri-Economics or Anthropology from a recognized University by the HEC. Practical experience in the field of social and community mobilization with a Public / Private Organizations shall be assigned due weightage. Excellent communication skills in English, Urdu and Punjabi languages. Should be conversant with MS Office. Maximum age limit shall be 35 years.

**23. Assistant Director (Env Sciences)(SEMU)(01-Posts)(Monthly Initial Remuneration of Rs.22,500)**

M.Sc. in Environmental Sciences or Environmental Engineering or Environmental Management and Development or equivalent qualification in Environmental discipline from a recognized institute / university by HEC. Experience of working with Public / Private Organizations related to identification of social and environmental problems preferably in irrigation and drainage project shall be assigned due weightage. Excellent communication skills in English, Urdu and Punjabi languages. Should be conversant with MS Office. Maximum age limit shall be 35 years.

**24. Assistant Director (GIS)(SEMU)(01-Posts)(Monthly Initial Remuneration of Rs.22,500/-)**

M.Sc. in GIS or equivalent qualification from a recognized institute / university by HEC. Experience of working with Public / Private Organizations preferably in irrigation and drainage project shall be assigned due weightage. Excellent communication skills in English, Urdu and Punjabi languages. Should be conversant with MS Office. Maximum age limit shall be 35 years.

**25. Accounts Officers (03-Posts) (Monthly Initial Remuneration of Rs.22,500/-)**

C.A. Inter or ACMA or ACCA or MBA (Finance) or M.Com from HEC recognized university / institute. The working knowledge of IFRS / IAS compliance, IT environment and MS office shall be assigned due weightage. Maximum age limit shall be 35 years.

**26. Assistant Trainers(Accounts)(03-Posts) (Monthly Initial Remuneration of Rs.22,500/-)**

C.A. Inter or ACMA or ACCA or MBA (Finance) or M.Com from HEC recognized university / institute. The working knowledge of IFRS / IAS compliance, IT environment and MS office shall be assigned due weightage. Maximum age limit shall be 35 years.

**27. Field Officers (SM) (17-Post) (Monthly Initial Remuneration of Rs.22,500/-)**

Masters Degree in Sociology or Rural Sociology or Social Work or Agri-Economics or Anthropology from HEC recognized Universities. Experience of community mobilization, especially farming community, with reputed Public / Private Organizations will assign due weightage. Proficiency in Urdu / Punjabi / English and command over MS office is a must. Maximum age limit shall be 35 years.

**28. Field Inspectors (Social) (03-Posts)(Monthly Initial Remuneration of Rs.22,500/-)**

Masters Degree in Sociology or Rural Sociology or Social Work or Agri-Economics or Anthropology from HEC recognized Universities. Maximum age limit shall be 35 years.

**29. Field Inspectors (Tech) (05-Posts) (Monthly Initial Remuneration of Rs.15,000/-)**

Diploma in Associate Engineering (Civil) from an Institute / Board recognized by Government. Maximum age limit shall be 35 years.

**30. Social Organizers (Gender) (04-Post) (Monthly Initial Remuneration of Rs.22,500/-)**

Masters Degree in Sociology or Rural Sociology or Social Work or Agri-Economics or Anthropology from HEC recognized Universities. Experience of community mobilization, especially farming community, with reputed Public / Private Organizations will be assigned due weightage. Proficiency in Urdu / Punjabi / English and command over MS office is a must. Maximum age limit shall be 35 years.

**31. Research Officers (SEMU) (04-Posts) (Monthly Initial Remuneration of Rs.22,500/-)**

M.Sc. in Environmental Sciences or Environmental Engineering or Environmental Management and Development or equivalent qualification in Environmental discipline from a recognized institute / university by HEC. Experience of working with Public / Private Organizations related to identification of social and environmental problems preferably in irrigation and drainage project

shall be assigned due weightage. Excellent communication skills in English, Urdu and Punjabi languages. Should be conversant with MS Office. Maximum age limit shall be 35 years.

**32. Auditors (03-Posts) (Monthly Initial Remuneration of Rs.15,000/-)**

B.Com from recognized institute by HEC and command over MS office is a must. Maximum age limit shall be 35 years.

**33. Accounts Assistant-cum-Computer Operators (10-Posts)(Monthly Initial Remuneration of Rs.15,000/-)**

B.Com from recognized institute by HEC and command over MS office is a must. Maximum age limit shall be 35 years.

**34. Assistants (10-Posts) (Monthly Initial Remuneration of Rs.15,000/-)**

BA / B.Sc from HEC recognized universities. At least 3 years post qualification experience in public / private organization. Proficiency in Urdu / Punjabi / English and command over MS office is must. Maximum age limit shall be 35 years.

**35. Assistant-cum-Computer Operators(24-Post)(Monthly Initial Remuneration of Rs.15,000/)**

FA/FSc with 3 years working experience in public / private organization. Skill in MS Office, MS Project and Graphics application is a must. Maximum age limit shall be 35 years.

**36. Junior Assistants (03-Post) (Monthly Initial Remuneration of Rs.8,700/-)**

FA/FSc with skill in MS Office is a must. Maximum age limit shall be 30 years.

**37. Dak Runners (03-Post) (Monthly Initial Remuneration of Rs.8,700/-)**

Matric with 5 years experience, in Public / Private Organizations. Maximum age limit shall be 30 years.

**38. Drivers (36-Post) (Monthly Initial Remuneration of Rs.8,700/-)**

Literate with 5 years experience, having LTV License. Maximum age limit shall be 50 years.

**39. Peons (19-Post) (Monthly Initial Remuneration of Rs.7,250/-)**

Minimum middle, with 5 years experience in reputed Public / Private Organizations. Maximum age limit shall be 40 years.

**40. Chowkidars (11-Post) (Monthly Initial Remuneration of Rs.7,250/-)**

Literate with 5 years experience in reputed Public / Private Organizations, retired armed forces personnel shall be preferred. Maximum age limit shall be 45 years.

**41. Sweepers (02-Post) (Monthly Initial Remuneration of Rs.7,250/-)**

Literate, with experience in Public / Private Organizations. Maximum age limit shall be 45 years.

All the positions are purely on contract basis initially for a period of 2 years. The indicated remuneration and other facilities and allowances etc, for a respective position are based on PIDA (Appointment & Conditions of Services) Regulations 2007 which shall be admissible to the selected candidates. The selected candidates can be posted anywhere in Punjab. Applications addressed to the Managing Director PIDA, on duly filled **Application Form** given below with attested copies of academic certificates / degrees, experience certificates. C.N.I.C. etc. and one recent passport size photograph pasted on application form should be submitted upto 28<sup>th</sup> November 2007 during the office hours. The applications should be submitted in sealed envelop, clearly marked the position applied for. The Authority will not communicate with any candidate other than those who will be short listed for interview. **Incomplete application shall be rejected.** No TA/DA will be paid to candidates called for interview. All eligible employees of Irrigation and Power Department Punjab may apply for any of the above positions.

**Managing Director  
PIDA**

# **PUNJAB IRRIGATION AND DRAINAGE AUTHORITY**

## **Application Form**

Photograph  
(paste here)

1. Application for the position \_\_\_\_\_
2. Advertisement Reference \_\_\_\_\_
3. Name (in Block letter) \_\_\_\_\_ S/O \_\_\_\_\_
4. C.N.I.C. No. \_\_\_\_\_ Date of Birth \_\_\_\_\_ Age \_\_\_\_\_
5. Domicile \_\_\_\_\_ Religion \_\_\_\_\_
6. Postal address. \_\_\_\_\_  
\_\_\_\_\_
7. Contact Phone (with city code) / Mobile / Fax (if any) \_\_\_\_\_
8. Permanent Address \_\_\_\_\_  
\_\_\_\_\_

9. Academic Qualifications (Matric on words)

Sr. No.	Degree / Diploma / Certificate	Institution / College	University / Board	Year of Passing	Marks obtained	Total marks	% age / grade	Major Subjects
1	Matric							
2	FA/ FSc.							
3	BA/ BS.c							
4	Post Graduation							
5	Computer courses							
6	others							

10. Related Experience (Post qualification)

Sr. No.	Institution / Employer	Position held	Nature of job	Job Period		Description of major assignments / tasks
				From	To	
1						
2						
3						

11. Trainings / Courses / Research Publications etc. (Please attach separate sheets if necessary.)

Sr. No.	Trainings/ courses attended / Research Publications etc.	Institution	Year	Duration /period	Major areas / subjects
1					
2					
3					

12. Additional expertise \_\_\_\_\_  
\_\_\_\_\_

Dated \_\_\_\_\_

\_\_\_\_\_  
Signature of Applicant