



POSITIONS VACANT
KHYBER PAKHTUNKHWA INFORMATION TECHNOLOGY BOARD
GOVERNMENT OF KHYBER PAKHTUNKHWA

Khyber Pakhtunkhwa Information Technology Board (KPITB) is a public sector autonomous organization entrusted with the task of accelerating growth in the ICT and ICT enabled services sector. KPITB invites applications from suitable candidates for the following positions on contract basis:-

S#	Position	Qualification	Experience	Age Limit (Years)
1	Assistant Director Projects Solicitation and Planning	Degree in Project Management or Business Administration or Information and Communication Technology or any other relevant field (at least 16 years of education) and PMP/PRINCE-2 certified.	At least 03 years, progressively relevant experience in a leading public or private sector organization.	26-40
2	Assistant Director Projects Monitoring	Degree in Project Management or Business Administration or Information and Communication Technology or any other relevant field (at least 16 years of education). PMP/PRINCE-2 certified candidates would be given preference.	At least 03 years, progressively relevant experience in a leading public or private sector organization.	26-40
3	Assistant Director Projects Execution and Commercialization	Degree in Project Management or Marketing or any other relevant field (at least 16 years of education). PMP/PRINCE-2 certified candidates would be given preference.	At least 03 years, progressively relevant experience in a leading public or private sector organization.	26-40
4	Assistant Director General Administration & Record Management	Degree in General Administration or General Management or Business Administration with specialization in General Management or any other relevant field (at least 16 years of education).	At least 03 years, progressively relevant experience in a leading public or private sector organization.	26-40
5	Assistant Director Human Resource	Degree in Human Resource Management or Human Resource Development or Business Administration with specialization in HR or any other relevant field (at least 16 years of education).	03 years in HR management role in a leading public or private sector organization.	26-40
6	Assistant Director Market Analysis, Research & Content Writing	Degree in Marketing or Marketing Management or International Marketing or Business Administration with specialization in Marketing or any other relevant field (at least 16 years of education).	At least 03 years, progressively relevant experience in a leading public or private sector organization.	26-40
7	Assistant Director Digital Marketing	Degree in Digital Marketing or Social Media Marketing or Business Administration with specialization in Marketing or any other relevant field (at least 16 years of education).	At least 03 years, progressively relevant experience in a leading public or private sector organization. Experience in e-Commerce, SEO, PPC, e-Mail Marketing and Social Media, Adobe Photoshop, knowledge of design & presentation tools, use of imagery, graphics & layout, content creation and management	26-40
8	Assistant Director Events Management	Degree in Event Management or General Management or Marketing Management or Business Administration with specialization in General Management or Marketing or any other relevant field (at least 16 years of education).	At least 03 years, progressively relevant experience in a leading public or private sector organization.	26-40
9	Assistant Director Procurements	Degree in Procurement or Supply Chain or Logistics or Business Administration with specialization in Procurement Management or Supply Chain Management or Logistics Management or any other relevant field (at least 16 years of education). Preference would be given to candidates with additional qualification in Law.	At least 03 years, progressively relevant experience in a leading public or private sector organization.	26-40
10	Accounts Officer	CA/ ACMA/ACCA qualified/part qualified with degree in Accounting or Finance or	At least 03 years, progressively relevant experience in a leading	26-40

		Business Administration with specialization in Accounting or Finance or any other relevant field (at least 16 years of education).	public or private sector organization.	
11	Budget Officer	Degree in Cost Accounting or Budgeting or Financial Management or Business Administration with specialization in Accounting or Finance or any other relevant field (at least 16 years of education). CA/CPA/ACCA/ACMA certified candidates would be given preference.	At least 03 years, progressively relevant experience in a leading public or private sector organization.	26-40
12	Mobile Applications Developer	Degree in Computer Science or Information Technology or Software Engineering or Telecommunication Engineering or Electrical Engineering (Communication) or any other relevant field (at least 16 years of education).	At least 03 years, progressively relevant experience in a leading public or private sector organization.	26-40
13	Graphics Designer	At least 03 years, progressively relevant experience in a leading public or private sector organization.	Degree in Computer Science or Information Technology or Software Engineering or Telecommunication Engineering or Electrical Engineering (Communication) or any other relevant field (at least 16 years of education).	26-40
14	User Interface Designer	At least 03 years, progressively relevant experience in a leading public or private sector organization.	Degree in Computer Science or Information Technology or Software Engineering or Telecommunication Engineering or Electrical Engineering (Communication) or any other relevant field (at least 16 years of education).	26-40
15	Web and Database Developer	Degree in Computer Science or Information Technology or Software Engineering or Telecommunication Engineering or Electrical Engineering (Communication) or any other relevant field (at least 16 years of education).	At least 03 years, progressively relevant experience in a leading public or private sector organization.	26-40

How to Apply:

1. Application form can be downloaded from National Testing Services (NTS) website (www.nts.org.pk)
2. Candidates are required to send their applications on prescribed form along with photocopies of academic documents, experience certificates, CNIC and recent passport-size-photographs to National Testing Services-Pakistan, Headquarters: 1-E, Street # 46, Sector I-8/2, Islamabad. UAN: +92-51-844 444 1
3. Applications submitted in person will not be entertained.
4. Interested individuals may visit www.nts.org.pk for further details.
5. The last date for submission of applications is December 30, 2016.

Other Terms & Conditions:

- Candidate must specify the title of the post on the top right corner of the envelope for which he/she is applying.
- Incomplete /applications received after due date will not be accepted.
- The competent authority reserves the right to reject any of the post anytime by expressing a cogent reason.
- Only short-listed candidates shall be called for interview.
- The candidates shall bring their original degrees (verified by the Higher Education Commission of Pakistan), CNIC and experience certificates when appearing for the interview.
- KP IT Board provides equal opportunity employment and does not discriminate on the basis of race, color, religion, gender or disability.

Managing Director, KP IT Board
FF-01, Deans Trade Center, Peshawar Saddar, Peshawar
Tel: 091-9213586
URL: <http://www.kpitb.gov.pk>