



**PRIMARY & SECONDARY HEALTHCARE DEPARTMENT  
GOVERNMENT OF THE PUNJAB**

**JOB OPPORTUNITIES**

Primary & Secondary Healthcare Department, Government of the Punjab, invites applications from qualified and experienced individuals domiciled in the Punjab for posts on contract basis for Health Information & Service Delivery Unit (HISDU) of Primary & Secondary Healthcare Department.

Sr.#	Name of the Post	No. of Posts	Qualification	Experience	Monthly Pay Package	Age Limit
1	Manager MIS	1	MS Computer Science/MCS (2 Year)/BS Computer Science/BSC (4 Year)/BSCS (4 Year)/ B.Sc. Electrical Engineering/BS Telecommunication Engineering/MBA (IT)/MIS from an HEC recognized University.	2 Years professional experience of Network and Database Administration from a public sector organization and 3 years professional experience as Manager MIS/IT/Project Manager from a public sector organization to run and manage the project.	100,000/-	30 - 40 Years
2	System Analyst	1	MS Computer Science/MCS (2 Year)/MIT/BS Computer Science/BSCS (4-Year) from an HEC recognized University.	3 years professional experience in System Analysis from a reputable organization.	85,000/-	30 - 40 Years
3	Database Administrator	2	MS Computer Science/MCS (2 Year) /MIT/BS Computer Science/BSCS (4-Year) from an HEC recognized University.	3 Years of relevant professional experience of Oracle / Teradata / MS-SQL on windows as Database Administrator / Software Developer in a reputable organization. <b>Note:</b> OCP certification will be an added advantage.	75,000/-	30 - 40 Years
4	System Network Administrator	2	MS Computer Science/MCS (2 Year)/MIT/BS Computer Science/BSCS (4 Year) /B.Sc. Electrical Engineering from an HEC recognized University.	3 years professional experience in LAN / WAN Network / Hardware troubleshooting with hands on experience in CISCO Switches / Routers in a reputable organization. <b>Note:</b> MCSE, CCNA will be given an added advantage.	65,000/-	25 - 35 Years
5	Software Developer	3	MS Computer Science / MCS (2 Year) / MIT / BS Computer Science / BSCS (4 Year) or equivalent from an HEC recognized University	3 years professional experience in Software Development/Programming. Must have experience of Oracle, ASP,Net, PHP, C# & Java based software /web application development.	65,000/-	25 - 35 Years
6	Web Developer	1	MS Computer Science / MCS (2 Year) / MIT / BS Computer Science / BSCS (4 Year) or equivalent from an HEC recognized University.	3 years professional experience in web applications development. Must have experience of Oracle, ASP,Net, PHP, HTML, C# & Java based applications / website development.	65,000/-	25 - 35 Years
7	Graphics Designer	1	MS Computer Science / MCS (2 Year) / MIT / BS Computer Science / BSCS (4 Year) / Masters in Graphics Designing or equivalent from an HEC recognized University.	2 Years professional experience of graphics designing, web designing. Must have experience to work on applications like Dreamweaver, Flash, Adobe Photoshop and 3D tools.	50,000/-	25 - 35 Years
8	Statistical Officer	1	M.Sc. Statistics/M.Sc. Bio-Statistics or Equivalent from an HEC recognized University.	2 Years of relevant professional experience of statistical analysis and graphical representation of data. Must be proficient in Microsoft Office.	50,000/-	25 - 35 Years
9	Accounts Officer	1	MBA (Finance) / M.Com / ACA / B.Com (4-Year) or Equivalent from an HEC recognized University	2 Years of relevant professional experience to prepare budget estimates, financial statements & expenditure reports. Must be proficient in Microsoft Office.	50,000/-	25 - 35 Years
10	Human Resource Administrator	1	BBA (Human) / BS Computer Science / BSCS (4 Year) with MBA (HRM) or equivalent from an HEC recognized University. Diploma in Organization Development, Course / Diploma in Managing Human Capital.	3 Years of relevant professional experience of making HR Policy.	50,000/-	25 - 40 Years
11	Senior Data Processor	9	BA/ B.Sc. / B.Com / BS Computer Science or equivalent from an HEC recognized university / Institute. In case of BA / B.Com then 06 month computer course / diploma is necessary.	3 Years of relevant professional experience of data processing, entry, maintain and manage the database in Microsoft Excel. Must have minimum typing speed 45 WPM. Must be proficient in Microsoft Office.	45,000/-	25 - 40 Years
12	Computer Hardware Technician	3	ICS/Intermediate / BA /B.Sc. / B.Com / BS Computer Science or equivalent from an HEC recognized university/institute. In case of ICS / Intermediate / BA/ B.Sc. / B.Com or equivalent must have (06 Months) DCS/DCH.	Minimum 3 years professional experience of hardware troubleshooting, repair and installation for Graduates and minimum 05 years professional experience of hardware troubleshooting, repair and installation for intermediate.	45,000/-	25 - 40 Years
13	Computer Operator	20	ICS / Intermediate / BA / B.Com / BS Computer Science or equivalent from an HEC recognized university/institute. In case of ICS / Intermediate / BA / B.Com or equivalent must have 6 month computer course or diploma.	3 Years of relevant professional experience of data entry, proficient in Microsoft Office for graduates and 05 years professional experience of data entry, proficient in Microsoft Office for intermediate. Experience from a public sector organization will be preferred. Must have minimum typing speed 40 WPM. Good written, listening and communication skills.	40,000/-	25 - 40 Years

- Application should be submitted on prescribed form which can be directly collected from the office of Section Officer (General), I-Birdwood Road, Lahore.
- Attested copies of relevant documents must be attached with the application form. Incomplete applications will not be entertained/ considered.
- Candidates already working in Govt. / Semi Govt. / Autonomous Bodies may apply through proper channel.
- 15% Quota for Females, 3% Quota for Disable Persons & 3% Quota for Minorities
- She males are encouraged to apply as per merit.
- The last date for submission of applications is 10<sup>th</sup> May, 2016 upto 4:00 PM
- Only short listed candidates will be called for test / interview.
- Only the candidates with a degree from an HEC recognized University/College/ Institute or a reputed foreign University will be considered.
- Applications should be submitted by hand / by post / courier during the office hour in the office of Section Officer (General) Primary & Secondary Healthcare Department, I-Birdwood Road, Lahore.
- No TA/DA will be paid to the candidates for interview/test.

SECTION OFFICER (GENERAL)  
GOVERNMENT OF THE PUNJAB - PRIMARY & SECONDARY HEALTHCARE DEPARTMENT  
I-BIRDWOOD ROAD, LAHORE  
PHONE: 042-99209826