



Post Box 1091, Islamabad
www.pide.org.pk

SITUATIONS VACANT

Applications are invited from Pakistani Nationals (not more than sixty years age) for the following posts in the Institute on regular basis.

| S. No. | Name of Post | BPS |
|--------|--|-----|
| 1. | Joint Director / Dean | 21 |
| 2. | Chief of Research / Professor | 20 |
| 3. | Senior Research Economist (Demographer/Anthropologist)/Associate Professor | 19 |
| 4. | Research Economist/Demographer, Anthropologist / Assistant Professor | 18 |
| 5. | Staff Economist / Demographer/Anthropologist/Lecturer | 17 |
| 6. | Chief, Library and Documentation | 20 |
| 7. | Deputy Chief, Library and Documentation | 19 |
| 8. | Librarian | 18 |
| 9. | Deputy Registrar | 18 |
| 10. | Assistant Registrar (Academics) | 17 |
| 11. | Administrative Officer | 17 |
| 12. | Assistant Controller of Examinations | 17 |
| 13. | Media Officer | 17 |
| 14. | Accounts Officer | 17 |
| 15. | Placement Officer | 17 |
| 16. | Private Secretary | 17 |

The applications on the Prescribed Proforma/Publications Form along with attested documents (i) degrees/certificates (ii) experience certificates (iii) NIC (iv) Domicile (v) 2-recent photographs, copies of publications fully bound with a Pay Order/Bank Draft or Paid Challan for Rs.2000.00 drawn in favour of PIDE, Islamabad should reach the Acting Registrar, PIDE, Islamabad by March 31, 2012.

Detailed information, Application Form and Publications Form can be down loaded from website: www.pide.org.pk

(Muhammad Hussain)
Acting Registrar
Job2012@pide.org.pk
Ph: 051-9248091



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SITUATIONS VACANT

Applications are invited from Pakistani Nationals (not more than sixty years age) for the following posts in the Institute on regular basis.

1. Joint Director / Dean

1. Ph.D. from HEC recognized Institution in Economics and related fields.
2. 20-years research/teaching experience in a recognized University or a post-graduation Institution or professional experience in the relevant field in a National or International Organization.

OR

At least 12-years post-Ph.D. research/teaching experience in a recognized University or a post-graduate Institution or professional experience in the relevant field in a National or International Organization.

3. The applicant must have 15 research publications (with at least 3 research publications in last 5 years) in HEC recognized journals.
4. The applicant must have 5 research publications in Internationally Refereed Journal.
5. Chapter in an Internationally edited volume published by an Internationally recognized Publisher, not published elsewhere, may also be considered equal to an article published in Internationally Refereed Journal.
6. A book of high professional merit will also be taken into account in determining the merit.

2. Chief of Research / Professor (BPS-20)

[Economics, Economics and Finance, Econometrics, Population Studies/Demography, Development Studies, Business Studies, Health Economics, Environmental Economics and Anthropology]

Qualification and Experience:

1. Ph.D. from HEC recognized Institution in the relevant field.
2. 15-years teaching/research experience in a recognized University or a post-graduation Institution or professional experience in the relevant field in a National or International Organization.

OR

10-years post Ph. D. teaching/research experience in a recognized University or a post-graduate Institution or professional experience in the relevant field in a National or International Organization.

3. The applicant must have 12 publications (with at least 3 research publications in last 5 years) in HEC recognized journals.
 4. The applicant must have 3 research publications in Internationally Refereed Journal.
 5. Chapter in an Internationally edited volume published by an Internationally recognized publisher, not published elsewhere, may also be considered equal to an article published in Internationally Refereed Journal.
 6. A book of high professional merit will also be taken into account.
- 3. Senior Research Economist (Demographer/Anthropologist) /Associate Professor (BPS-19)**
[Economics, Economics and Finance, Econometrics, Population Studies/Demography, Development Studies, Business Studies, Health Economics, Environmental Economics and Anthropology]

Qualification and Experience:

1. Ph.D. HEC recognized University/Institution (or M.Phil or MSc abroad for internal candidate) in the relevant field.
2. 10-years teaching/research experience in an HEC recognized university or a post-graduate institution or professional experience in the relevant field in a National or International Organization.

OR

Five years post-Ph. D. teaching/research experience in an HEC recognized University or a post-graduate Institution or professional experience in the relevant field in a National or International Organization.

3. The applicant must have 8 research publications (with at least 2 publications in last 5 years) in HEC recognized journals.
4. The applicant must have one research publication in Internationally Refereed Journal.
5. A book of high professional merit will also be taken into account.
6. A PIDE employee who has rendered 15 years service out of which 10 years in BPS-18, after obtaining M.A/M.Sc Foreign/M.Phil (Pakistan) and satisfies the publication requirements may be considered eligible for promotion to a post in BPS-19.

4. Research Economist, Demographer, Anthropologist / Assistant Professor (BPS-18)

[Economics, Economics and Finance, Econometrics, Population Studies/Demography, Development Studies, Business Studies, Health Economics, Environmental Economics and Anthropology]

Qualification and Experience:

1. Ph.D. from HEC recognized Institution in the relevant field.

OR

- a. Master's Degree (Foreign) or M. Phil (Pakistan) or equivalent degrees awarded after 18 years of education in the relevant field from HEC recognized University/Institute.
- b. 4-years teaching / research experience in a recognized university or a post-graduation Institution or professional experience in the relevant field in a National or International Organization.

5. Staff Economist, Demographer, Anthropologist / Lecturer (BPS-17)

[Economics, Economics and Finance, Econometrics, Population Sciences/Studies, Demography, Development Studies, Business Studies, Health Economics, Environmental Economics and Anthropology]

Qualification and Experience:

1. M.A./M.Sc. (1st Class/A Grade) in the relevant field.
2. Preference would be given to those who have published articles.

6. Chief, Library and Documentation (BPS-20)

Qualification and Experience:

A. For direct recruitment, the candidate must have:

- i. A Master's degree in Library Sciences from a foreign university (preferably ph D) with specialization in library methods, bibliography, documentation and information science and research in publications.
- ii. at least 12 years experience in a large research library or Documentation Centre.

B. For internal promotion, the selection shall be made out of the existing cadre on the basis of candidate possessing:

- i. at least a Master's degree in Library Sciences in second division with specialization in Library methods, bibliography, documentation and information science and research in publications.
- ii. a total experience of 15 years, of which 5 years must have been spent in B-19 in the PIDE.

7. Deputy Chief, Library and Documentation (BPS-19)

Qualification and Experience:

A. For direct recruitment, the candidate must have:

- i. A Master's degree in Library Sciences, preferably from a foreign University, with specialization in library methods, bibliography, documentation and information science and research in publications.
- ii. at least 10 years experience in a large research library or Documentation Centre.

B. For internal promotion, the selection shall be made out of the existing cadre on the basis of candidate possessing:

- i. at least a Master's degree in Library Sciences in second division with specialization in Library methods, bibliography, documentation and information science and research in publications.
- ii. a total experience of 10 years, of which 3 years must have been spent in B-18 in the PIDE.

8. Librarian (BPS-18)

Qualification and Experience:

1. A Master's degree in Library Sciences;
2. 5 years' experience in the library of a university or of a research institute; and
3. A thorough knowledge of cataloging, classification and indexing of non conventional material.

9. Deputy Registrar (BPS- 18)

Qualification and Experience

1. Master degree (2nd Class/Grade-B)
2. 10-years Teaching/Research/Administrative experience at a University or Education Department.

OR

1. Bachelor degree (2nd Class/Grade-B).
2. 15-years administrative experience in the relevant field in a University or Research Organization.

10. Assistant Registrar (Academics) (BPS- 17)

Qualification and Experience

1. Master degree (2nd Class/B-Grade)
2. 02-years Administrative experience in a University or Research Organization.

OR

1. Bachelor degree (2nd Class/B-Grade).
2. 10-years relevant experience in a University or Research Organization.

11. Administrative Officer (BPS- 17)

Qualification and Experience

1. Master degree (2nd Class/B-Grade)
 2. 02-years Administrative experience in a University or Research Organization.
- OR
1. Bachelor degree (2nd Class/B-Grade).
 2. 10-years relevant experience in a University or Research Organization.

12. Assistant Controller of Examinations (BPS- 17)

Qualification and Experience

1. Master degree (2nd Class/B-Grade)
 2. 02-years Administrative experience in a University or Research Organization.
- OR
1. Bachelor degree (2nd Class/B-Grade).
 2. 10-years relevant experience in a University or Research Organization.

13. Media Officer (BPS- 17)

Qualification and Experience

1. Master degree in Mass Communications (2nd Class/B-Grade)
2. 03-years experience in the relevant field.

14. Accounts Officer (BPS- 17)

Qualification and Experience

1. MBA/M.Com (2nd Class/B-Grade)/ACMA.
 2. 02-years experience in a University or Research Organization.
- OR
1. Bachelor degree (2nd Class/B-Grade).
 2. 10-years relevant experience in a University or Research Organization.

15. Placement Officer (BPS- 17)

Qualification and Experience

1. Master degree (2nd Class/B-Grade)
 2. 02-years Administrative experience in a University or Research Organization.
- OR
1. Bachelor degree (2nd Class/B-Grade).
 2. 10-years relevant experience in a University or Research Organization.

16. Private Secretary (BPS-17)

Qualification and Experience:

- i. Bachelor's degree (2nd Class/B-Grade)
- ii. 10 years experience as Stenographic, Secretarial and Administrative work in a University or Research Organization.

Conditions

1. The applications on the Prescribed Proforma/Publications Form along with attested documents (i) degrees/certificates (ii) experience certificates (iii) NIC (iv) Domicile (v) 2-recent photographs, copies of publications fully bound with a Pay Order/Bank Draft or Paid Challan for Rs.2000.00 drawn in favour of PIDE, Islamabad should reach the Acting Registrar, PIDE, Islamabad by March 31, 2012.
2. Applicants for teaching posts from abroad sent applications along with US \$ 100.00 as application fee by March 31, 2012.
3. Applicants already working in Government/Semi-Government Organizations/Autonomous Bodies should apply through proper channel by due date and submit service certificate issued by their present and former employers, **otherwise, the applications will not be entertained.** However, the Institute may entertain advance copies.
4. Applications that are incomplete or received after due date will not be entertained. The applications must be accompanied by the certificates/degrees/testimonials etc along with **copies of publications.**
5. Those who have previously applied for a position should apply afresh.
6. Only short listed candidates will be called for test/interview.
7. The Institute reserves the rights not to fill any post/withhold the appointment against any advertised post or to accept/reject any application without assigning reason.
8. Decision of the Institute shall remain binding in all cases.
9. Deposit online Rs.2,000.00 in our A/C No.700011-3 (Code No.0474), NBP, Foreign Office Branch, Islamabad and attach original receipt along with application.
10. The last date of submission of applications is March 31, 2012.

(Muhammad Hussain)
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Post Box 1091, Islamabad
www.pide.org.pk

Publications Form

Name:

Father's Name:

Post:

Details of Publications:

A. Total Publications =
1.
2.
3.

B. Publications in last 5 years =
1.
2.
3.

C. Articles in Internationally Refereed Journals =
1.
2.
3.

D. Chapter in Books =
1.
2.
3.

E. Books =
1.
2.
3.

F. Monographs =
1.
2.
3.