

**GOVERNMENT OF PAKISTAN**  
**Ministry of National Health Services, Regulations & Coordination**  
(3rd Floor, Kohsar Block, Pak Secretariat)

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F. No. 1-4/2024-DD (P&D-I)

Islamabad, the 3<sup>rd</sup> March, 2025

**OFFICE MEMORANDUM**

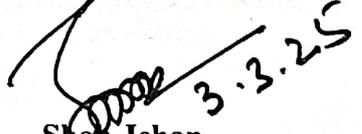
Subject: - **ADVERTISEMENT OF 02 POSITIONS FOR PSDP FUNDED PROJECT  
"JINNAH MEDICAL COMPLEX & RESEARCH CENTER COMPANY"**

The undersigned is directed to enclose herewith advertisement for recruitment against the 02 positions for "Jinnah Medical Complex & Research Center Company" for publication in the press, in two (02) National News Papers, one English and one Urdu-combined, black and white, at the earliest.

2. Necessary funds are available in the relevant head of account in PSDP funded Project Jinnah Medical Complex & Research Center Company. The bills may be sent to Acting CEO (JMC&RCC), Jinnah Medical Complex & Research Center Company, Islamabad

3. This issues with the approval of Secretary, M/o NHR&C, Islamabad.

Encl: As above

  
Shan Jehan  
Director (Development)

**The Director (Advertisement),**  
Press Information Department (PID),  
Information & Broadcasting Division,  
**Islamabad.**

**Copy to: -**

- Acting CEO, Jinnah Medical Complex & Research Center Company, Islamabad.
- ✓ ➤ Deputy Director (IT), M/o NHR&C with the request to upload the advertisement on the website of the Ministry along with application form and Job Descriptions of the post (copy enclosed).

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**MINISTRY OF NATIONAL HEALTH SERVICES, REGULATIONS & COORDINATION**  
 3rd Floor, Kohsar Block, Pak Secretariat, Islamabad

**SITUATIONS VACANT**

Applications are invited to fill the following positions of Project Coordination Unit under the PSDP Project titled “Jinnah Medical Complex & Research Center Company” under Ministry of NHSR&C, Islamabad for appointment on contract basis for a period of 03 years, OR till the completion of project, whichever is earlier, on Market Pay and will be based in Islamabad, Pakistan.

S. No.	Name of Post	No. of Post	Age Limit	Educational Qualification	Experience
1.	<b>Chief Executive Officer</b>	1	50-60	A Master Degree in Business Administration/Economics, Construction Management/Engineering, Public Policy/ Development Studies, or related field.	<ul style="list-style-type: none"> <li>• At least 20 years of experience in senior leadership positions, preferably in public services with experience of managing at least one large-scale mega construction project and social development projects.</li> <li>• Proven track record of leading complex, multi-disciplinary teams and delivering large-scale projects on time and within budget.</li> <li>• Extensive experience in managing construction or large infrastructure projects with significant investment.</li> <li>• Strong financial acumen and experience with capital raising, financial planning, and risk management.</li> <li>• In-depth knowledge of project management methodologies, construction contracts, and regulatory compliance.</li> <li>• Experience in the Health Sector shall be given preference.</li> </ul> <p style="text-align: center;"><b><u>Skills and Competencies:</u></b></p> <ul style="list-style-type: none"> <li>• At least 20 years of experience in senior leadership positions, preferably in public services with experience of managing at least one large-scale mega construction project and social development projects.</li> </ul>

				<ul style="list-style-type: none"> <li>• Proven track record of leading complex, multi-disciplinary teams and delivering large-scale projects on time and within budget.</li> <li>• Extensive experience in managing construction or large infrastructure projects with significant investment.</li> <li>• Strong financial acumen and experience with capital raising, financial planning, and risk management.</li> <li>• In-depth knowledge of project management methodologies, construction contracts, and regulatory compliance.</li> <li>• Experience in the Health Sector shall be given preference.</li> </ul>	
2.	Secretary Company	01	45-55	<p><b>Minimum Qualifications:</b></p> <ul style="list-style-type: none"> <li>• Member of a recognized body of professional accountants (ICAP, ACCA, etc.), OR</li> <li>• Member of a recognized body of corporate or chartered secretaries (ICSP, ICSA), OR</li> <li>• Master's degree in Business Administration, Finance, Commerce, or an equivalent qualification from an HEC-recognized institution, OR</li> <li>• Is a Law graduate.</li> </ul>	<ul style="list-style-type: none"> <li>i. Minimum 10 years of experience in the relevant field.</li> <li>ii. Compliance to fit and proper criteria as provided in State-Owned Enterprises (Governance and Operations) Act, 2023 and Public Sector Companies (Corporate Governance) Rules, 2013.</li> </ul> <p><b>Key Skills &amp; Competencies:</b></p> <ul style="list-style-type: none"> <li>i. Strong knowledge of Companies Act, 2017, SOE Governance and Operations Act, 2023, and Public Sector Companies (Corporate Governance) Rules, 2013.</li> <li>ii. Excellent understanding of corporate governance principles and regulatory frameworks.</li> <li>iii. Strong leadership, communication, and stakeholder management skills.</li> <li>iv. Proficiency in legal drafting, regulatory filings, and corporate documentation.</li> <li>v. High level of integrity, professionalism, and confidentiality.</li> <li>vi. Ability to work under pressure and meet deadlines.</li> </ul>

**GENERAL INSTRUCTIONS:**

- Candidates who have relevant qualification and experience may submit application with attested photocopies of academic documents, experience certificates, CNIC, Domicile Certificate, 01

Passport size photograph to Acting Chief Executive Officer (Jinnah medical complex and research Company) Third Floor, Ministry of National Health Services, Regulation & Coordination (NHSR&C), Kohsar Block, Pak Secretariat, Islamabad within 15 days of the publication of this advertisement.

- Candidates already working in Government Departments should apply through proper channel with NOC from their departments otherwise their applications will not be considered.
- No TA/DA will be admissible.

**HOW TO APPLY:**

- **Interested candidates should submit their applications along with CV and attested copy of testimonials to the office of undersigned within fifteen (15) days from the date of publication of this advertisement. Application form can be downloaded from M/o NHSR&C website: <https://www.nhsrsc.gov.pk/Jobs>.**
- Candidates can also apply through National Job Portal i.e. [www.njp.gov.pk](http://www.njp.gov.pk).

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**Acting CEO**  
**M/O National Health services regulations & Coordination,**  
**3<sup>rd</sup> floor, Kohsar Complex, Pak Secretariat, Islamabad. Ph# 051-9245961**