 **CAREER OPPORTUNITIES **

National Energy Efficiency and Conservation Authority (NEECA), Ministry of Energy (Power Division) is looking for candidates of known integrity and professionalism for the following regular positions based in Islamabad on Open Merit.

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| **S. No.** | **Name of Post** | **No. of Posts** | **Qualification & Experience** |
|  | **Director Accounts and Finance**  **(NPG-1)** | 01 | * Master’s degree or Higher Degree in Finance, Accounting, Auditing, business administration or any related discipline from HEC recognized university. * Minimum 10 years of post-qualification recognized and verifiable experience in the relevant field. * Maximum age of the candidate should not be more than 45 years on the date of advertisement of this position. |
|  | **Director Administration Services**  **(NPG-1)** | 01 | * Master’s Degree in Business / Administrative sciences or any related discipline from HEC recognized university. * Minimum 10 years of post-qualification recognized and verifiable experience in the relevant field. * Maximum age of the candidate should not be more than 45 years on the date of advertisement of this position. |
|  | **Director Human Resource and Operations**  **(NPG-1)** | 01 | * Master’s Degree in Human Resources Management or Business/ Administrative sciences or any related discipline HEC recognized university * Minimum 10 years of post-qualification recognized and verifiable experience in the relevant field. * Maximum age of the candidate should not be more than 45 years on the date of advertisement of this position. |
|  | **Director Awareness and Outreach**  **(NPG-1)** | 01 | * Master’s degree in Public Policy/Economics/ Social Sciences / or any related discipline from HEC recognized university. * At least 10 years of post-qualification recognized and verifiable experience in the relevant field. * Maximum age of the candidate should not be more than 45 years on the date of advertisement of this position. |
|  | **Director Enrollment, Testing & Assessment**  **(NPG-1)** | 01 |
|  | **Director Strategy, Policy and Regulations**  **(NPG-1)** | 01 |
|  | **Director - Civil & Urban Planning**  **(NPG-1)** | 01 | * Master’s Degree in Engineering (Electrical, Mechanical, Thermal, Power, Energy or any related discipline) from HEC recognized University. Minimum 10 years of post-qualification recognized and verifiable professional experience.   OR  Bachelor Degree in Engineering (Electrical, Mechanical, Thermal, Power, Energy) from HEC recognized university. Minimum 12 years of post-qualification recognized and verifiable professional experience.   * Maximum age of the candidate should not be more than 45 years on the date of advertisement of this position. |
|  | **Director – Mobility & Vehicles**  **(NPG-1)** | 01 |
|  | **Director Power & Energy**  **(NPG-1)** | 01 |
|  | **Director Services & Agriculture**  **(NPG-1)** | 01 |
|  | **Director Thermal**  **(NPG-1)** | 01 |
|  | **Director Transportation**  **(NPG-1)** | 01 |
|  | **Assistant Director Administration Services**  **(NPG-5)** | 01 | * Bachelor’s Degree in Business / Administrative Sciences or any related discipline from HEC recognized university. * Minimum 03 years of post-qualification recognized and verifiable experience in the relevant field. * Maximum age of the candidate should not be more than 35 years on the date of advertisement of this position. |
|  | **Assistant Director IT Network Infrastructure (NPG-5)** | 01 | * Bachelor Degree (in Computer Engineering or any related discipline from HEC recognized university. * Minimum 03 years of post-qualification recognized and verifiable experience in the relevant field. * Maximum age of the candidate should not be more than 35 years on the date of advertisement of this position. |
|  | **Assistant Director Awareness and Outreach**  **(NPG-5)** | 01 | * Bachelor’s degree in Public Policy /Economics/ Social Sciences / or any related discipline from HEC recognized university. * At least 3 years of post-qualification recognized and verifiable experience in the relevant field. * Maximum age of the candidate should not be more than 35 years on the date of advertisement of this position. |
|  | **Assistant Director Enrollment, Testing & Assessment**  **(NPG-5)** | 01 |
|  | **Assistant Director Strategy, Policy & Regulations**  **(NPG-5)** | 01 |

**PREREQUISITES:**

* In case of any false/ forged information provided in the application, NEECA reserves the right to disqualify a candidate at any stage, and the costs incurred will be recovered from the applicant.
* NEECA possesses the right to abandon the hiring process at any stage and to increase or decrease the number of vacancies.
* Applicants with foreign academic qualification must furnish HEC qualification Equivalence certificate.
* Candidate should apply only if they fulfill the eligibility criteria.

**IMPORTANT NOTES:**

* NEECA offers market competitive salary along with fringe benefits in accordance with NEECA Service Regulation 2021
* The candidates already in service should apply through proper channel.
* The decision of the selection committee could not be challenged in any court of law.
* The selection committee reserves the right to reject any or all application without any reason.

**HOW TO APPLY?**

* Candidates are required to submit applications ONLINE only. Submission in hard copy will not be entertained.
* Applications can be submitted at Sidat Hyder Career Portal: [www.sidathyder.com.pk/careers](http://www.sidathyder.com.pk/careers)
* Candidates can view the detailed TORs/Job Description of all the advertised positions on the career portal of Sidat Hyder.
* Candidates can apply online within 15 working days from the date of publication of this advertisement as per given instructions.
* Applications received after the due date will not be considered in any case.
* Only shortlisted candidates will be called for further evaluation stages.
* No TA/DA or any other allowance is admissible. If selected, any related travel expense will be borne by the applicant.
* A candidate working in any Government / Semi Govt. Department or Statutory Corporation shall provide an NOC, from respective employer at the time of interview.

**(NEECA is an equal opportunity employer)**

**Women, Minorities and Differently-abled Persons are encouraged to apply**