

CAREER OPPORTUNITIES

PEDO

Pakhtunkhwa Energy Development Organization, Government of Khyber Pakhtunkhwa, Pakistan

Applications are invited from competent candidates having domicile of Khyber Pakhtunkhwa (Including new merged areas) for appointments on regular basis against the vacant posts in the PEDO Head Office Peshawar and different Power Houses under Pakhtunkhwa Energy & Development Organization (PEDO).

Code#	Requisite Qualification and Experience										
1	<p><u>ONE (01) POST OF ASSISTANT DIRECTOR/ JUNIOR ENGINEER/ARE (ELECTRICAL/ELECTRONICS)</u></p> <p><u>Qualification:</u> First Class Bachelor's Degree in Electrical/Electronic Engineering from a HEC recognized University.</p> <p><u>Age Limit:</u> Upto-35 years. <u>Pay Scale:</u> BPS-17 <u>Eligibility:</u> Female</p> <p><u>Allocation:</u> Merit</p>										
2	<p><u>ONE (01) POST OF ASSISTANT DIRECTOR/ JUNIOR ENGINEER/ARE (ELECTRICAL/ELECTRONICS)</u></p> <p><u>Qualification:</u> First Class Bachelor's Degree in Electrical/Electronic Engineering from a HEC recognized University.</p> <p><u>Age Limit:</u> Upto-35 years. <u>Pay Scale:</u> BPS-17 <u>Eligibility:</u> Minority Quota</p> <p><u>Allocation:</u> Merit</p>										
3	<p><u>FIVE (5) POSTS OF ASSISTANT DIRECTOR/ JUNIOR ENGINEER/ARE (ELECTRICAL/ ELECTRONICS)</u></p> <p><u>Qualification:</u> First Class Bachelor's Degree in Electrical/ Electronic Engineering from a HEC recognized University.</p> <p><u>Age Limit:</u> Upto-35 years. <u>Pay Scale:</u> BPS-17 <u>Eligibility:</u> Both Sexes</p> <p><u>Allocation:</u></p> <table border="1"> <thead> <tr> <th>Merit</th> <th>Zone-1</th> <th>Zone-2</th> <th>Zone-3</th> <th>Zone-4</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>1</td> <td>1</td> <td>1</td> <td>1</td> </tr> </tbody> </table>	Merit	Zone-1	Zone-2	Zone-3	Zone-4	1	1	1	1	1
Merit	Zone-1	Zone-2	Zone-3	Zone-4							
1	1	1	1	1							
4	<p><u>ONE (01) POST OF ASSISTANT DIRECTOR/ JUNIOR ENGINEER (CIVIL)</u></p> <p><u>Qualification:</u> First Class Bachelor's Degree in Civil Engineering from a HEC recognized University.</p> <p><u>Age Limit:</u> Upto-35 years. <u>Pay Scale:</u> BPS-17 <u>Eligibility:</u> Female.</p> <p><u>Allocation:</u> Merit</p>										
5	<p><u>ONE (01) POST OF ASSISTANT DIRECTOR/ JUNIOR ENGINEER (CIVIL)</u></p> <p><u>Qualification:</u> First Class Bachelor's Degree in Civil Engineering from a HEC recognized University.</p> <p><u>Age Limit:</u> Upto-35 years. <u>Pay Scale:</u> BPS-17 <u>Eligibility:</u> Minority Quota</p> <p><u>Allocation:</u> Merit</p>										
6	<p><u>FOUR (04) POSTS OF ASSISTANT DIRECTOR/ JUNIOR ENGINEER (CIVIL)</u></p> <p><u>Qualification:</u> First Class Bachelor's Degree in Civil Engineering from a HEC recognized University.</p> <p><u>Age Limit:</u> Upto-35 years. <u>Pay Scale:</u> BPS-17 <u>Eligibility:</u> Both Sexes</p> <p><u>Allocation:</u></p> <table border="1"> <thead> <tr> <th>Merit</th> <th>Zone-1</th> <th>Zone-2</th> <th>Zone-5</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>1</td> <td>1</td> <td>1</td> </tr> </tbody> </table>	Merit	Zone-1	Zone-2	Zone-5	1	1	1	1		
Merit	Zone-1	Zone-2	Zone-5								
1	1	1	1								

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7	<p><u>ONE (01) POST OF ASSISTANT DIRECTOR/ JUNIOR ENGINEER (MECHANICAL)</u> <u>Qualification:</u> First Class Bachelor's Degree in Mechanical Engineering from a HEC recognized University. <u>Age Limit:</u> Upto-35 years. <u>Pay Scale:</u> BPS-17 <u>Eligibility:</u> Disable Quota <u>Allocation:</u> Merit</p>						
8	<p><u>THREE (03) POSTS OF ASSISTANT DIRECTOR/ JUNIOR ENGINEER (MECHANICAL)</u> <u>Qualification:</u> First Class Bachelor's Degree in Mechanical Engineering from a HEC recognized University. <u>Age Limit:</u> Upto-35 years. <u>Pay Scale:</u> BPS-17 <u>Eligibility:</u> Both Sexes <u>Allocation:</u></p> <table border="1" data-bbox="344 524 951 595"> <thead> <tr> <th>Merit</th> <th>Zone-1</th> <th>Zone-2</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>1</td> <td>1</td> </tr> </tbody> </table>	Merit	Zone-1	Zone-2	1	1	1
Merit	Zone-1	Zone-2					
1	1	1					
9	<p><u>TWO (02) POSTS OF ASSISTANT DIRECTOR (COMMERCIAL & TARIFF)</u> <u>Qualification:</u> CA (Inter), ACMA, CFA, ACCA or MBA Finance with duly qualified PIPFA or Bachelors's Degree in Civil Engineering with MBA Finance (regular) from HEC recognized University. <u>Age Limit:</u> Upto-35 years. <u>Pay Scale:</u> BPS-17 <u>Eligibility:</u> Both Sexes <u>Allocation:</u></p> <table border="1" data-bbox="344 831 751 902"> <thead> <tr> <th>Merit</th> <th>Zone-1</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>1</td> </tr> </tbody> </table>	Merit	Zone-1	1	1		
Merit	Zone-1						
1	1						
10	<p><u>ONE (01) POST OF ASSISTANT DIRECTOR (GEOLOGY)</u> <u>Qualification:</u> First class BS Geology Degree (16 years education) or equivalent qualification from recognized University. <u>Age Limit:</u> Upto-35 years. <u>Pay Scale:</u> BPS-17 <u>Eligibility:</u> Both Sexes <u>Allocation:</u> Merit</p>						
11	<p><u>ONE (01) POST OF ASSISTANT DIRECTOR (ENVIRONMENT/SOCIAL)</u> <u>Qualification:</u> BS degree in Environmental Sciences/Sociology/Social Work or equivalent qualification from HEC recognized University. <u>Age Limit:</u> Upto-35 years. <u>Pay Scale:</u> BPS-17 <u>Eligibility:</u> Female <u>Allocation:</u> Merit</p>						
12	<p><u>ONE (01) POSTS OF ASSISTANT DIRECTOR (ENVIRONMENT/SOCIAL)</u> <u>Qualification:</u> BS degree in Environmental Sciences/Sociology/Social Work or equivalent qualification from HEC recognized University. <u>Age Limit:</u> Upto-35 years. <u>Pay Scale:</u> BPS-17 <u>Eligibility:</u> Both Sexes <u>Allocation:</u> Merit</p>						
13	<p><u>THREE (03) POSTS OF ASSISTANT DIRECTOR (FINANCE, AUDIT, ACCOUNTS, REVENUE/BUDGET)</u> <u>Qualification:</u> CA (Inter), ACMA, CFA, ACCA or Master Degree in Economics/Commerce or Business Administration Ist Division or equivalent qualification from HEC recognized University. <u>Age Limit:</u> Upto-35 years. <u>Pay Scale:</u> BPS-17 <u>Eligibility:</u> Both Sexes <u>Allocation:</u></p> <table border="1" data-bbox="344 1861 951 1933"> <thead> <tr> <th>Merit</th> <th>Zone-1</th> <th>Zone-2</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>1</td> <td>1</td> </tr> </tbody> </table>	Merit	Zone-1	Zone-2	1	1	1
Merit	Zone-1	Zone-2					
1	1	1					
14	<p><u>ONE (01) POST OF ASSISTANT DIRECTOR WEB ADMINISTRATOR, BUSINESS APPLICATION DEVELOPER AND NETWORK INFRASTRUCTURE/LAN-ADMINISTRATOR</u></p>						

	<p><u>Qualification:</u> Second Class Master Degree or equivalent qualification in Computer Science from a HEC recognized University.</p> <p><u>Age Limit:</u> Upto-35 years. <u>Pay Scale:</u> BPS-17 <u>Eligibility:</u> Both Sexes</p> <p><u>Allocation:</u> Merit</p>
15	<p><u>ONE (01) POST OF ASSISTANT DIRECTOR (HR/ADMIN/TRAINING)</u></p> <p><u>Qualification:</u> BBA (Hons) in Human Resource Management or MBA in Human Resource Management or MPA (16 years Education) from HEC recognized University</p> <p><u>Age Limit:</u> Upto-35 years. <u>Pay Scale:</u> BPS-17 <u>Eligibility:</u> Both Sexes</p> <p><u>Allocation:</u> Merit</p>
16	<p><u>ONE (01) POST OF ASSISTANT DIRECTOR (LEGAL)</u></p> <p><u>Qualification:</u> L.L.B with at least 5 years practice in Law including 2 years practice in High Court.</p> <p><u>Age Limit:</u> Upto-40 years. <u>Pay Scale:</u> BPS-17 <u>Eligibility:</u> Both Sexes</p> <p><u>Allocation:</u> Merit</p>
17	<p><u>ONE (01) POST OF PRIVATE SECRETARY</u></p> <p><u>Qualification:</u> BS Degree or equivalent qualification from HEC recognized University with 05 years' experience as Personal Assistant in Government, autonomous, Semi-autonomous bodies and</p> <p>a. One year diploma in computer science or DIT. b. 100 word per minute in shorthand c. 40 word per minute in typing test in English.</p> <p><u>Age Limit:</u> Upto-35 years. <u>Pay Scale:</u> BPS-17 <u>Eligibility:</u> Female.</p> <p><u>Allocation:</u> Merit</p>
18	<p><u>ONE (01) POST OF PRIVATE SECRETARY</u></p> <p><u>Qualification:</u> BS Degree or equivalent qualification from HEC recognized University with 05 years experience as Personal Assistant in Government, autonomous, Semi-autonomous bodies and</p> <p>a. One year diploma in computer science or DIT. b. 100 word per minute in shorthand c. 40 word per minute in typing test in English.</p> <p><u>Age Limit:</u> Upto-35 years. <u>Pay Scale:</u> BPS-17 <u>Eligibility:</u> Both Sexes</p> <p><u>Allocation:</u> Merit</p>
19	<p><u>ONE (01) POST OF OFFICE ASSISTANT</u></p> <p><u>Qualification:</u> BS Degree at least 2nd division or equivalent qualification from a HEC recognized university.</p> <p><u>Age Limit:</u> Upto-32 years. <u>Pay Scale:</u> BPS-16 <u>Eligibility:</u> Female.</p> <p><u>Allocation:</u> Merit</p>
20	<p><u>ONE (01) POST OF COMPUTER OPERATOR</u></p> <p><u>Qualification:</u> 2nd Class Bachelor Degree in Computer Science/Information Technology (BCS/BIT four years) or equivalent qualification from HEC recognized university. OR Second Class Bachelor Degree or equivalent qualification with statistics/Economics/Mathematics/Physics as one of the subjects with one-year Diploma in Information Technology from Technical Board.</p> <p><u>Age Limit:</u> Upto-32 years. <u>Pay Scale:</u> BPS-16 <u>Eligibility:</u> Both Sexes.</p> <p><u>Allocation:</u> Merit</p>
21	<p><u>ONE (01) POST OF JUNIOR SCALE STENOGRAPHER</u></p> <p><u>Qualification:</u> BS Degree at least 2nd Division Intermediate or equivalent qualification from HEC recognized University with a speed of 80</p>

	<p>words per minute in English Shorthand and 40 words per minute in English typing &</p> <p>ii. One year Diploma in information Technology from Technical Board</p> <p>Age Limit: Upto-30 years. Pay Scale: BPS-14 Eligibility: Both Sexes</p> <p>Allocation Merit</p>				
22	<p><u>TWO (02) POST OF SUB ENGINEER (CIVIL)</u></p> <p>Qualification: Diploma of Associate Engineers in relevant field of Engineering from a recognized Board.</p> <p>Age Limit: Upto-28 years. Pay Scale: BPS-12 Eligibility: Both Sexes</p> <p>Allocation</p> <table border="1"> <thead> <tr> <th>Merit</th> <th>Zone-1</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>1</td> </tr> </tbody> </table>	Merit	Zone-1	1	1
Merit	Zone-1				
1	1				
23	<p><u>TWO (02) POST OF SUB ENGINEER (ELECTRICAL/ELECTRONIC)</u></p> <p>Qualification: Diploma of Associate Engineers in relevant field of Engineering from a recognized Board.</p> <p>Age Limit: Upto-28 years. Pay Scale: BPS-12 Eligibility: Both Sexes</p> <p>Allocation</p> <table border="1"> <thead> <tr> <th>Merit</th> <th>Zone-1</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>1</td> </tr> </tbody> </table>	Merit	Zone-1	1	1
Merit	Zone-1				
1	1				

INSTRUCTIONS & GENERAL CONDITIONS

Applicants are advised to read and understand the following instructions carefully before apply online on www.etea.edu.pk and later on (after Qualifying Etea Test) filling the "**PEDO Applicant Data Form for Regular Posts of BPS-7 to BPS-17**" available on PEDO Website i.e. <http://pedo.pk/Main/downloads>.

- Candidates will be provisionally allowed to appear in the ETEA screening test. However detailed scrutiny will be carried out by the appointing authority and if any candidate is found ineligible in any respect at any stage of the recruitment process, he/she will be disqualified by the appointing authority.
- Candidates should be eligible in all respects by the last date of receipt of the applications.
- Candidates intending to apply for more than one post shall apply separately for each post with separate fee.
- In case of foreign degree, equivalent certificates from HEC must be provided.
- Minimum Passing/Qualifying Marks shall be 50%.
- Age relaxation will be admissible as per prescribed rules of Government of Khyber Pakhtunkhwa.
- Relevant experience with the Government/Semi-Government or Reputable Private Sector organizations will be considered and relevant experience of similar industry/Organization will be given preference.
- Only Eligible/Shortlisted candidates will be called for Interview. Shortlisting and selection shall be carried out on the basis of selection criteria duly approved by the PEDO Board and Shortlisted candidates shall be called for interview based on their aggregate score.
- Government/Semi Government employees shall send their applications through proper channel and will have to produce NOC at the time of interview.
- Selection of Contractual, Project and regular employees already working in PEDO shall be subject to No Objection Certificate from CEO PEDO.
- Required Typing and Shorthand test for the post/posts of Private Secretary and stenographer shall be taken by ETEA of the qualified candidates after the result declaration and before the process of Shortlisting and Interview.

- PEDO reserves the right to increase or decrease the number of posts or cancel any/all posts at any time during the recruitment process without assigning any reason.
- Females are strongly encouraged to apply and their quota shall also be observed as per rules.

HOW TO APPLY

- Interested candidates may first visit ETEA Website (www.etea.edu.pk) and apply for the post/posts online.
- After successful submission of online application, a prescribed UBL online deposit slip (having token number, Project Code and Candidates personal information) will be generated.
- Take a print of the generated deposit slip and deposit the prescribed test fee (nonrefundable) in any branch of UBL Bank or at UBL OMNI agent or easy paisa app or agent.
- After Successful fee submission, please keep the original deposit slip (Candidate Copy) having Bank desired stamp with yourself and do not share it with anyone else.
- After online apply, don't send documents/testimonials to ETEA office before test at this stage. Required documents/ testimonials will however, be provided by those candidates only who qualify the screening test (50% or above score), as and when required by ETEA or appointing authority (PEDO) for scrutiny and further process as per the Post Test Instructions mentioned below.
- Availability of online Application Form on www.etea.edu.pk on **16 March, 2022**.
- Last date for submission of Online Application is **7th April, 2022**.
- Candidates will be informed through SMS by ETEA to download and print their Roll No. Slips from www.etea.edu.pk. Candidates are directed to do not give ported/converted mobile number.
- Test Date, Time and Venue will be mentioned on Roll No. Slip
- No separate Call Letter will be issued to candidates for screening test through postal/courier means.

NOTE/ IMPORTANT

- Please keep your documents and passport size scanned picture (soft copy) with you at the time online applies.
- Read all the instructions thoroughly before filling the online application form.
- ETEA shall verify deposited fee at any stage. If your payment is not verified, your candidature shall be rejected.
- Fee deposited on someone else CNIC shall not be verified.
- Unclaimed qualification and experience will not be accepted/counted.
- Keep the Bank printed receipt safe with yourself and do not share it with anyone else.
- Applications of all those candidates who do not give correct information while filling the online application form, will not be rejected only, but would be proceeded against and strict actions shall be taken against them.

POST TEST INSTRUCTIONS FOR THOSE CANDIDATES WHO QUALIFY TEST

- This section is only for those candidates who qualify ETEA Screening Test (50% or above score in ETEA Test).
- Duly filled & signed "PEDO Application Data Form" (available on PEDO Website i.e. <http://pedo.pk/Main/downloads>) along with attested copies of all the documents/ testimonials, experience certificates updated CV/resume, copy of CNIC, 02 Passport size photographs and other supporting documents to be sent to Director HR/Admin PEDO at the address mentioned **within ten (10) days after the result declaration** by those candidates only who qualify the screening test (50% or above score) for scrutiny and further process.
- Unclaimed qualification and experience will not be accepted/counted. Claimed Qualification and experience without supporting documents/documentated proofs will also be not accepted/counted.

- The PEDO Application Data Form along with mention documents to be sent by registered courier company.
- By hand Applications, those received after due date and applications with incomplete information & lack of testimonials will not be considered at all.
- Clearly mark the position applied for in the Subject line/Envelope and shall send separate application/envelope for each post.
- Candidates are instructed to mention correct information while filling the application form. Candidates mentioning wrong information including domicile or Zone or Age or qualification or experience while submitting application and documents will be declared as “Concealment of fact” and will be strictly dropped out at any stage of the recruitment and selection process.



Director HR/Administration

Pakhtunkhwa Energy Development Organization (PEDO)
Room # 315, Sector 38/B-2, Phase-V, Hayatabad, Peshawar, PAKISTAN
Phone No. 091-9219579