



## **JOB OPPORTUNITIES**

The Medical Rehabilitation of the Persons with Disabilities in Earthquake Affected Area (MRDEA-ERRA) a project of ERRA needs the services of following professionals and technical persons.

<b>S.#</b>	<b>Name of Posts</b>	<b>Eligibility Criteria</b>
1	Medical Rehab Specialist	MBBS, Post Graduate Higher Diploma, FCPS or equivalent, recognized by PMDC in the field of Medical Rehabilitation. OR MBBS, Post Graduate Lower Diploma in Medical Rehabilitation, recognized by PMDC with 2 years post graduate experience
2	Deputy Director-MRC	MBBS or equivalent, with Post Graduate degree recognized by PMDC. 5-7 years relevant experience.
3	Procurement Officer	Master or Bachelor degree in any faculty from recognized university with 5-10 Years experience of procurement/managerial, Vast Experience in public dealing and store handling. Skills in MS Office will be preferred.
4	Training Coordinator	Master Degree or equivalent in Management / Social sciences from a recognized university with 3 years relevant experience. The candidate should have exposure for conducting trainings, workshops. Should possess good communication and writing skills.
5	Media Officer	Masters Degree from recognized University with relevant experience in Govt/ reputed Private Organization. Experience of writing and editing newsletters, arranging TV and radio messages, designing and developing training and awareness materials.
6	Medical Officer	MBBS with at least two year experience after graduation in any field. Preference would be given for experience in dealing with disabilities.
7	Physiotherapist	BSc in Physiotherapy with 2 Years Experience in the relevant field
8	Physio-Technician	Matriculate with Science, Diploma in the relevant field, 2 Years Experience.

9	Psychologist	Masters in Psychology 2 years experience in applied psychology,
10	Speech Therapist	Bachelor degree or Postgraduate Diploma in Speech Therapy with 2 Years Experience in the relevant field.
11	Occupational Therapist	B.Sc. in Occupational therapy with one year experience in the relevant field.
12	Rehab Nurse	Diploma in Nursing recognized by Pakistan Nursing Council, registered A Grade Nurse. Minimum two years relevant experience.
13	Education Officer	Master degree or equivalent in Management/ Social Sciences from a recognized University. Experience in Inclusive Education/ Sign Language/ Braille/ Educating children with learning difficulties would be preferred
14	Admin Officer	MBA or equivalent qualification recognized by HEC with 5 years relevant experience. Skills in MS Office will be preferred.
15	Data Analyst	Bachelor degree in Computer science / Social science / IT / statistics from a recognized university with 2 year experience.
16	Field coordinator	Graduate with experience in community work. Local domicile of earth quake affected areas and motor cycle license holder will be preferred with minimum of 3 years of experience
17	Cashier	FA / FSc from recognized institute. 5 years experience in relevant field. Skills in MS Office will be preferred.
18	Technician for Urodynamics	FSc, with two years experience civil /Armed forces hospitals as technician in any field.
19	Assistant	Graduate from HEC recognize University with 01 year experience in public or private sector organization. Skills in MS Office will be preferred.
20	Registration Clerk	FA /F.Sc with 1 year experience in public/private institution. Skills in MS Office will be preferred.
21	Dispatch Rider	Matriculate with 5 year experience. LTV/HTV license holder. Should be aware of different routes and locations of offices in NWFP.
22	Security Guard	Matriculate. Retired army personnel will be preferred.
23	Peon	Matriculate, Experience in the relevant field is essential. Local candidate will be preferred.

24	Helper/AYA	Primary with relevant hospital experience will be Preferred.
25	Driver	Preferably Matriculate with 5 year experience. LTV/HTV license holder.
26	Cleaner	Should be literate.

The candidates who fulfill the requirements may send their applications with in **10 days** of the appearance of this advertisement in the newspapers on the prescribed form available on website along with one copy of degrees, experience certificates and 2 copies of National Identity Card (CNIC) and fresh passport size photograph addressed to the undersigned

### **TERMS AND CONDITIONS**

1. Appointments will be on contract basis with no right to claim for permanent employment.
2. The contract will be for six months.
3. Degrees/Diplomas and certificates of H.E.C. recognized universities/institutions shall be accepted.
4. Only short listed candidates will be called for interviews.
5. Competent Authority has the right to increase or decrease number of vacancies at any stage.
6. The selected candidates can be posted anywhere in the Earthquake Affected Districts (Shangla, Mansehra, Abbottabad, Muzafferabad and Bagh)

### **Project Director**

Medical Rehabilitation of the Persons with Disability in the Earthquake Affected Areas (MRDEA)

Earthquake Reconstruction and Rehabilitation Authority (ERRA)

Headquarter Office Building Complex, Murree Road,

Room No 303, Islamabad

Phone: 051-9030605, 051-9030601

<b>Post Applied For</b>				
<b>Name</b>				
<b>Father's Name</b>				
<b>Date of Birth</b>				
<b>CNIC #</b>				
<b>Domicile</b>		<b>Religion:</b>		
<b>Tel #</b>	<b>Landline:</b>	<b>Mobile:</b>		
<b>Educational Qualification:</b>				
<b>Certificate/Degree</b>	<b>Subject</b>	<b>Grade/Division</b>	<b>Year</b>	<b>Institute</b>
<b>Experience:</b>				
<b>Name of Organization</b>		<b>Designation</b>	<b>Period</b>	
<b>Permanent Address:</b>				
<b>Postal Address:</b>				
<b>Signature:</b>				