



POSITIONS VACANT

Applications are invited from qualified and highly motivated candidates (both male and female having Domicile of KPK/FATA) for filling the following positions on contract basis initially for a period of three years. Terms and conditions apply.

S. No	Name of Post	Age (years)	BPS or Equivalent	No. of Posts	Qualifications / Requirement	Experience
1	Director Licensing & Registration	40-55	MP-II	1	Master Degree in Management /Health Sciences, preferable MPH, with 15 years of progressive experience, 5years of Post Degree relevant experience & minimum 5 years of experience as Director/HoD/Dy. Director	Hands on experience with excellent Management & Communication skills, team building, experience in formulation of Policy, Procedures& Regulations preferably in Health Care. Good working knowledge of MS Office is mandatory.
2	Manager Licensing & Registration	30-45	18	1	Master Degree in Management /Health Sciences, preferably MPH, with 7 years of progressive experience, 3years of Post Degree relevant experience as Managerial Level	Hands on experience with excellent Management & Communication/team building skills preferably in Health Care. Good working knowledge of MS Office is mandatory.
3	Manager Complaints	30-45	18	1	Master Degree in Management /Health Sciences, preferably MPH, with 7 years of progressive experience, 3years of Post Degree relevant experience as Managerial Level.	Hands on experience with excellent Management/ Communication/Conflict/Complaints Management skills preferably in Health Care. Good working knowledge of MS Office is mandatory.

Note:

1. KPHCC reserve the rights to increase, decrease or abolish any advertised post and can stop the recruitment and selection process anytime as it may deemed appropriate.
2. All selected candidates must be willing to serve anywhere within the Province where their services may be needed, as determined by KPHCC.
3. All the appointments will be purely on contractual basis which can be extended on the basis of performance/requirements as per the KPHCC Policy.
4. Salary for all positions will be market based.
5. Age relaxation would be admissible as applicable.

Terms & Conditions

1. The services of the appointees will be governed under the Khyber Pakhtunkhwa Health Care Commission (KPHCC) Act 2015 and rules/ regulations made their under.
2. Persons currently serving with a KP Government Organization/Department should apply through proper channel. (Copy of NOC from the parent Department must be attached along with application).
3. Only shortlisted candidates will be called for Test/Interview.
4. No TA/DA will be admissible.
5. **Incomplete applications/documents will not be entertained after due date and will stand rejected.**
6. **All Applications must be accompanied with CV, documents (Attested copies of CNIC, Domicile, educational/ experience/Courses Certificates, etc.) with cover letter clearly indicating the position applied for is mandatory.**
7. A Bank demand draft of Rs. 500/- in favor of Additional Director-HR/Admin must be attached with application as processing fee (Non-Refundable)
8. Candidate will be disqualified and/or excluded from interview if he/she was convicted by a court of law or dismissed from public service, or knowingly furnishes any false information or suppresses any information which may lead to his/her disqualification or attempts to obtain support for his/her candidature by improper means or submits forged certificates or tempers with his/her age and academic certificates/ documents.
9. Applications must reach to the office of Khyber Pakhtunkhwa Healthcare Commission via **REGISTERED MAIL/COURIER Services before the Closing Date (within 15 days after publication of this advertisement, by hand submission of applications will not be entertained). Applications received after due date will not be entertained.**

Additional Director-HR/Admin

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