

OPPORTUNITIES

The Department of Finance has created an Internal Support Unit (ISU) to support the reform agenda of the Government of Khyber Pakhtunkhwa. The ISU is envisaged as a small team of young and mid-career professionals of outstanding talent with problem-solving ability, analytical skills, quantitative skills, and research and communication skills, of a nature not currently available to government.

Applications are invited from suitable candidates of the following left over posts, purely on contract basis for a period of one year for the Internal Support Unit (ISU) in the office of Minister for Finance, Government of Khyber Pakhtunkhwa, on market based pay:-

S.#	Name Of Position	No. of Posts
1.	Senior Associate/ Team Leader	01
2.	Analyst	03

Requirement for all candidates include-

- **Education Qualification:** A minimum of 16 years of education is required. Preference will be given to individuals based on the quality of their degree (in order, top tier international universities, national centers of excellence, traditional public-sector centers of excellence, other universities).
- **Cover Letter:** A one to two-page cover letter which states the individuals interest in the role, and why they think they are suited for the role. The cover letter will be used as a go/no-go criteria, with poor or unprofessional cover letters leading to an application being discarded.
- **Quality of Experience and Achievement:** This will be important in particular for individuals applying from less recognized universities, or for individuals applying to the more senior positions of team leader. A demonstrable track record of excellence and leadership is what is being sought.

The recruitment procedure will be carried out in three phases as detailed below:-

Phase-1:- All applications will be shortlisted based upon the quality of CV and cover letter.

Phase2:-Test: All candidates short listed will go through a problem-solving test. Candidates above a minimum score will be rated as passed and considered for an interview.

Phase 3:- Interview: The interview process will consist of a problem-solving interview based on a case study, as well as a fit interview, to stress test skill set required for the role.

Marks will not be carried forward from one phase to the next.

Eligibility Criteria for:-

1. Senior Associates/Team Leader:-

- i. A minimum of ten years of top tier relevant professional experience in Pakistan or in the international market.
- ii. A track record of outstanding achievement that is demonstrable and can be verified, including the experience of leading teams of people successfully.
- iii. A Bachelor's Degree, and a minimum of sixteen years of formal education from an institution of local or international reputed.
- iv. Applicants can have experience in the public, private or development sectors, or a mixture of all.

2. Analysts.

- i. Up to three years of top tier relevant professional experience, in Pakistan or in the international market.
- ii. A track record of outstanding achievement that is demonstrable and can be verified (graduates with no experience will be hired on the basis of their academic performance).
- iii. A Bachelor's Degree, and a minimum of sixteen years of formal education from an institution of local or international institution.
- iv. Applicants may have experience in the public, private or development sectors, or a mixture of all.

NOTE:-

1. All the applicants should submit a two-page CV (maximum length) including three references, accompanied by a two-page cover letter that explains why you believe you should be considered for this role, and how you meet the key skills required via **email** only at isu@finance.gkp.pk clearly mentioning position in subject.
2. Last date for submission of Cover letter and CVs is **20-01-2020**.

Terms & Conditions for:-

- Candidate serving in government, semi government or autonomous organization shall apply through proper channel.
- Only shortlisted candidate will be called for test/ interview. No TA/DA will be admissible.
- The competent authorities reserve the rights to cancel or decrease the No. of posts.
- A candidates shall not apply for more than one post. After completion and evaluation process he/she may be offered a lower position (as above).
- Salary range will be decided based upon the skill set/experience and last salary drawn etc.

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