THE DAILY JANG LAHORE
روزنامہ جنگ لاہور
بانی..... میر خلیل الرحمٰن
جلد 43 | اتوار 19 جمادی الثانی 1443ھ 23 جنوری 2022ء 10 ماگھ 2078ب | شمارہ 102

PUNJAB DAANISH SCHOOLS AND CENTRES OF EXCELLENCE AUTHORITY

(GOVERNMENT OF THE PUNJAB)

PRINCIPALS REQUIRED

Punjab Daanish Schools and Centres of Excellence Authority (PDS&CEA), Government of the Punjab, requires the services of motivated, committed and highly dynamic professional for the under-mentioned post. Appointment will be made on contract basis.

PRINCIPAL [For Daanish School Girls Campuses]

No. of Posts: (02)

Disposition: Markedly mature and balanced personalities with progressive ideals/deportment. Persons with leadership qualities to head state-of-the-art boarding institutes through mellowed outlook, deep learning and devotion to alumni. Individuals with highly effective interpersonal and managerial skills.

Qualification:	• Minimum Master's degree (with minimum 2nd division) from an HEC recognized educational institution.
Experience/ Credentials:	• Preferably 5 years' experience as a Principal or a senior faculty member, preferably at a reputed residential institution with traditional public schooling. • Leadership and command ability. • Thorough understanding of boarding management as well as wholesome grooming and personality development of alumni. • Experience as housemaster in a known residential institution will have additional weightage. • Good administrative acumen to discharge the important functions of a traditional residential institution, including man management, messing, procurements, health, security, sports, counseling, financial matters and correspondence. • Good knowledge of educational system in Punjab with the ability to build effective procedures to tangibly improve the educational performance of students. • Guidance and training of teachers through good knowledge of teaching strategies and methods of instruction. • Excellent English communication skills (mandatory).
Age:	Up to 63 years. **[Only Female candidates can apply]**
Location:	Daanish School (Girls Campus) Jand, District Attock & Daanish School (Girls Campus) Fazilpur, District Rajanpur.
Pay & Benefits:	OG-III (equivalent to BPS-19) with 1000cc car with driver and in-campus accommodation and other fringe benefits as per PDS&CEA rules/regulations.

Process / Conditions:

Applicants shall submit the following by post/courier (Only hand-written applications and write-ups by the applicants themselves will be acceptable). Selected employee may be transferred/posted to any other Daanish or Centre of Excellence school during the period of contract.

a) Hand-written application and write-up by the applicants themselves.
b) Detailed Résumé/CV.
c) Certified/Attested copies of qualifications, experience certificates, latest copy of CNIC and 2 passport-size photographs.
d) Incomplete/late applications will not be entertained. Only shortlisted candidates will be called for interview. No TA/DA will be admissible. Please clearly mark on the envelope, "post applied for". The applications submitted by the candidates will be at the risk and cost of the applicants. Any information found bogus at any stage, during induction or later in service, will result in termination of candidature or employment thereof. The competent authority has the right to reject any or all applications with / without assigning any reason(s) and its decision will not be challengeable in any court of law. Interested candidates may send their documents as mentioned above to the undersigned at the given address before 15 FEBRUARY 2022.

MANAGER (ADMIN/HR & COORDINATION)
Punjab Daanish Schools and Centres of Excellence Authority, Govt. of the Punjab
Japanese Cell Building, Research Station, Near Punjab University, Canal Bank
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