BUSINESS
RECORDER
Lahore, Tuesday 2 September 2025, 8 Rabi-ul-Awwal 1447

PUNJAB DAANISH SCHOOLS & CENTRES OF EXCELLENCE AUTHORITY
DAANISH SCHOOLS (BOYS & GIRLS) MANKERA

JOB OPPORTUNITIES

Punjab Daanish Schools and Centers of Excellence Authority, Government of the Punjab offers opportunities to Highly dynamic and committed professionals in **NON-ACADEMIC STAFF** category to serve at the **DAANISH SCHOOLS (BOYS & GIRLS) MANKERA, DISTRICT BHAKKAR.**

Sr. No.	Name of Post	Pay Scale	No. of Posts (Campus)		Detail of Required Qualification/ Experience	Age Limit
			Boys	Girls		
1.	Counseling Officer	OG-I	1 (Male)	1 (Female)	• Minimum M.Sc. in Psychology (with minimum 2nd Division) from an HEC recognized institution. Preference will be given to candidates with Applied Psychology. • Preferably 2 years' experience. • Excellent communication and interpersonal skills. • Experience / Character Certificates from the previous employer/s, if any.	Up to 53 Years
2.	Physical Education Teacher (Instructor)	OG-I	1 (Male)	1 (Female)	• MA in Physical Education / M.Sc. Sports Sciences Physical Education / Master of Health & Physical Education with minimum 2nd division and where prescribed only the obtained CGPA in final transcript/Degree "2.50 CGPA (out of 4) or 3.50 CGPA (out of 5) will be acceptable", from an HEC recognized institution. • Good English communication skills.	Up to 45 Years
3.	Assistant Physical Education Teacher (Instructor)	DS-16	2 (Male)	2 (Female)	• Minimum Diploma in Physical Education. • Minimum Provincial level player in specialized game(s) and experienced in. • Experience / Character Certificates from the previous employee/s, if any.	Up to 45 Years
4.	Sports Coach	DS-16	2 (Male)	2 (Female)	• Minimum matriculate or equivalent. • Preferably 2 years' experience as a coach in the earmarked sport within a known organization. • Coaching courses of National & International level. • At least national level player of respective sports / game(s). • Experience/Character Certificates from the previous employer/s, if any.	Up to 45 Years
5.	Qari/Qaria/Imam	DS-14	2 (Male)	2 (Female)	• Minimum Intermediate. • Certificate of Qirrat from an institute/madrassa duly recognized by Wafaq ul Madaris/ Tanzim ul Madaris (Certificates duly attested by Wafaq ul Madaris/Tanzim ul Madaris) • Hafiz-e-Quran will be preferred. • Experience Character Certificates from the previous employer/s, if any.	Up to 50 Years
6.	Nurse (Male)	DS-14	1 (Male)	-	• Intermediate (with pre-medical subjects) with Diploma in general Nursing and with One-Year Diploma in any Specialized Course in lieu of Midwifery, Registered with Punjab Medical Faculty Board/Pakistan Nursing Council (PNC). • At Least 3-4 Year's related experience in Government/Private institute/Hospital. • Experience/Character Certificates from the previous employer/s, if any.	Up to 50 Years
7.	Store Keeper (Mess)	DS-09	-	1 (Male)	• Minimum Matriculate or equivalent. • 3 years' experience in handling Ration Store. • Preferably a Havildar from Ordinance or ASC. • Experience in keeping records/inventory in a ration store of a concern of repute in public or private sector organization. • Experience/Character Certificates from the previous employer/s. If any.	Up to 55 Years
8.	Tailor	DS-4	1 (Male)	1 (Female)	• Preferably 5 years' relevant experience in sewing male/female clothes (as relevant). • Medical clearance. • Police Certificate. • Experience/Character Certificates from the previous employer/s. if any.	Up to 50 Years
9.	Generator Mechanic	DS-4	1 (Male)	1 (Male)	• Minimum Certificate in relevant field from recognized institute. • Preferably 3 years' experience of preventive and corrective hand experience and maintenance of Diesel/Petrol Engine Generator. • Experience/Character Certificates from the previous employer/s. if any	Up to 50 Years
10.	Carpenter	DS-4	1 (Male)	1 (Male)	• Preferably 4 years' relevant experience. • Experience/Character Certificates from the previous employer/s, if any.	Up to 40 Years
11.	Hair Dresser	DS-4	3 (Male)	3 (Female)	**For Male:-** • Preferably 2 years relevant experience • Experience/Character Certificates from the previous employer/s, if any. **For female:-** • Preferably 2 years' relevant experience such as hair styling, washing, trimming/cutting, knowledge of tools for hair styling, hair padding etc. • Experience/Character Certificates from the previous employer/s, if any.	(Male) Up to 40 Years (Female) Up to 40 Years
12.	Tandorchi	DS-4	1 (Male)	1 (Male)	• Preferably 2 years hospitality experience (restaurants, hotels, kitchens). • Physical fitness. • Experience/Character Certificates from the previous employer/s, if any.	Up to 40 Years
13.	Mason	DS-1	0	1 (Male)	• Experienced persons will be preferred.	Up to 40 Years
14.	Cobbler	DS-1	1 (Male)	0	• Preferably 2 years' relevant experience. • Physical fitness. • Experience/Character Certificates from the previous employer/s, if any.	Up to 40 Years
	TOTAL		17	17		

Process/Instructions:

i. Applicants shall attach with their applications along with resume (CV), 2 x Photographs and certified copies of educational / experience certificates, CNIC duly attested should reach to the undermentioned addresses respectively.
ii. Please clearly mark on the envelope, ***"Name of Post & Location Applied For"***.
iii. Interested candidates may apply in confidence by sending their credentials to the given addresses on or before **17 SEPTEMBER 2025**. Candidates may also submit their applications in the school office in person during working hours.
iv. Only shortlisted candidate will be called for test / interview. Date of written / or any other test will be given later, if required.
v. After test only shortlisted / selected candidates will be called for interview. All appointments will be on contract basis.
vi. No TA/DA will be admissible to the candidates shortlisted for test/interview.
vii. 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.
viii. Applicants convicted by any court of law are not eligible to apply.
ix. The selected candidate(s) can be transferred/posted to any Daanish / Centre of Excellence School located in Punjab Province.
x. All selected applicants will be required to submit medical certificate(s) and police clearance certificate.
xi. PDS&CEA Head Office has the right to reject any or all applications with / without any reason and its decision will not be challengeable in any court of law.

IPL No. 4410

PRINCIPALS, DAANISH SCHOOLS (BOYS & GIRLS CAMPUSES), MIANWALI
ADDRESS: Near Harnoli Morr, Tehsil Piplan, District Mianwali.
Ph: (Boys) 0459-295000, Ph: (Girls) 0459-296504