INTERNATIONAL
THE NEWS
Friday
September 19, 2025

PUNJAB DAANISH SCHOOLS & CENTRES OF EXCELLENCE AUTHORITY

DAANISH SCHOOLS (BOYS & GIRLS) MIANWALI

JOB OPPORTUNITIES

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

Sr. No	Name of Post	Pay Scale	No. of Posts (Campus)		Detail of Required Qualification/ Experience	Age Limit
			Boys	Girls		
1.	Doctor/Resident Medical Officer	OG-I	01	-	• Minimum MBBS (Degree recognized by PMDC). • Related experience will be preferred such as MCPS/ FCPS. • Experience/ Character Certificates from the previous employer/s if any.	Up to 66 years
2.	Counseling Officer	OG-I	01	-	• Minimum M.S.C in Psychology (with minimum 2nd Division) from an HEC recognized institution, Preference will be given to candidates with Applied Psychology. • Excellent communication and interpersonal skills. • Experience/Character Certificates from the previous employer/s if any.	Up to 63 years
3	Assistant Admin Officer	DS-16	-	01	• Minimum Matriculate or equivalent educational qualification. • Preferably 5 years related experience in reputed organization. • Lower-level experience in administrative matters, including man-management, messing, building maintenance, procurements, security and sporting facilities. • Experience in security matters and weapon-handling. • Experience/Character Certificates from the previous employer/s if any.	Up to 55 years
4.	Science Lab Assistant	DS-14	01	01	• Minimum F.Sc. (with physics, chemistry & biology) • Well versed in handing of respective lab with preferably 3-5 years relevant experience.	Up to 63 years
5.	Store Keeper (General)	DS-09	01	-	• Minimum Matriculate or equivalent. • Preferably a Havildar from Ordnance of ASC. • 3 Years' experience in handling Store and keeping records/ inventory in a known establishment of public or private sector. • Experience/ Character Certificates from the previous employer/s, if any.	Up to 55 years
6.	Science Lab Attendant	DS-05	01	-	• Minimum Matriculate or equivalent (with science subject). • Preferably 2 years' relevant experience and well versed in handing of Science lab. • Experience/ Character Certificates from the previous employer/s, if any.	Up to 45 years
7.	Hostel Boy/Girl	DS-05	02	01	• Minimum Middle or equivalent. • Hostel experienced person will be preferred. • Allocate duties and responsibilities to the administrative staff under your control. • Ensure discipline and cleanliness at the hostel. • Ensure that hostel gates are closed at instructed hours. • Maintain list and record of hostel residents. • Carry out any other functions & duties that may be assigned by the Hostel Management Staff from time to time. • Experience/ Character Certificates from the previous employer/s, if any.	Up to 45 years
8.	Tailor	DS-04	01	-	• Preferably 5 years' relevant experience in sewing male/ female clothes (as relevant). • Medical Clearance/ Police Certificate. • Experience/ Certificates from the previous employer/s if any.	Up to 50 years
9.	Tandorchi	DS-04	02	01	• Preferably 2 years' tandoor experience (restaurants, hostels, kitchens). • Physical fitness. • Experience/Character Certificates from the previous employer/s, if any.	Up to 40 years
10.	Cook Helper	DS-02	01	-	• Preferably 2 year's relevant experience. • Physical Fitness. • Medical clearance/ tests (Mandatory). • Experience/Character Certificates from the previous employer/s, if any.	Up to 40 years
11.	Mess Waiter/Dish Washer	DS-01	-	02	• Preferably 2 year's relevant experience. • Physical fitness. • Experience/Character Certificates from the previous employer/s, if any	Up to 35 years
TOTAL			11	06		

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 **06 OCTOBER 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.

PRINCIPALS, DAANISH SCHOOLS (BOYS & GIRLS CAMPUSES), MIANWALI
ADDRESS: MM Road Near Harnoli Mor, Tehsil Pipfan District Mianwali.
Ph: (Boys) 0459-295000, Ph: (Girls) 0459-296504 **IPL-4662**