THE EXPRESS TRIBUNE
FRIDAY, SEPTEMBER 19, 2025

PUNJAB DAANISH SCHOOLS & CENTRES OF EXCELLENCE AUTHORITY
DAANISH SCHOOLS (BOYS & GIRLS) VEHARI
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) MAILSI, DISTRICT VEHARI:**

Sr. No.	Name of Post	Pay Scale	No. of Posts (Campus)		Detail of Required Qualification/ Experience	Age Limit
			Boys	Girls		
1.	Assistant Admin Officer	DS-16	01 (Male)	01 (Male)	• 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. • Expertise in security matters and weapon handling.	Up to 55 Years
2.	Science Lab Assistant	DS-14	02 (Male)	01 (Female)	• Minimum F.Sc (with Physics, Chemistry & Biology) • Well versed in handling of respective lab with preferably 3-5 years relevant experience • Experience/Character Certificates from the previous employer/s, if any.	Up to 63 Years
3.	Nurse (Female)	DS-14	-	01 (Female)	• Intermediate (with pre-medical subjects) with diploma in general Nursing and Midwifery, registered with Punjab Medical Faculty Board/Pakistan Nursing Council (PNC). • Additional related medical certificates/diplomas will be given due advantage. • At least 3-4 Years related experience in Government/Private institute/Hospital.	Up to 55 Years
4.	Junior Clerk (General)	DS-11	01 (Male)	-	• Minimum Matriculate or equivalent qualification form a recognized institution/board. • Computer proficiency (MS Office suite, excel, power point), Urdu in-page • Knowledge of filing system/record keeping & Typing Speed at least 30-35 wpm. • Preferably 3 years of experience in a reputed organization.	Up to 63 Years
5.	IT Lab Attendant	DS-05	-	01 (Male)	• Minimum Matriculate or equivalent (with computer science) • Preferably 2 years' relevant experience and well versed in handling of science labs. • At least basic knowledge /know-how of handling and maintenance of IT labs and equipment's/hardware/computer peripheral devices.	Up to 45 Years
6.	Nursing Attendant/ Aid Nurse	DS-05	01 (Male)	01 (Female)	**For Male:** Matric with Science Subjects and Intermediate (pre-medical) OR 1-Year General Nursing Diploma Registered with Punjab Medical Faculty Board. **For Female:** Matric with Science subjects and Intermediate (Pre-Medical) preferably registered with Midwifery Association Pakistan (MAP). • At least 2 Years of experience in Government/Private institute/Hospital.	Up to 45 Years
7.	Science Lab Attendant	DS-05	-	01 (Female)	• Minimum Matriculate or equivalent (with science subjects) • Preferably 2 years' relevant experience and well versed in handling of science labs. • Experience/Character Certificate from the previous employer/s, if any.	Up to 45 Years
8.	Driver (Car/LTV)	DS-04	01 (Male)	01 (Male)	• Minimum Middle (Class-VIII) or equivalent. • Valid Driving License of earmarked vehicle & Preferably 5 years of experience. • Safety record certificate from previous employer. • Good Knowledge of Traffic rules and road safety regulations. Experienced in driving official and private vehicles. Basic vehicle maintenance knowledge. • Safety record certificate from previous employer. • Physical Fitness & Eye-sight check.	Up to 50 Years
9.	Tandorchi	DS-04	01 (Male)	-	• Preferably 2 years hospitality experience (Restaurants, Hotels, Kitchens) • Physical Fitness.	Up to 40 Years
10.	Plumber	DS-04	01 (Male)	-	• Preferably certificate in relevant field from recognized institute. • Preferably 5 Years' relevant experience.	Up to 45 Years
11.	Hair Dresser/Barber	DS-04	01 (Male)	01 (Female)	**For Male:** Preferably 2 years' relevant experience **For Female:** Preferably 2 years' relevant experience such as hair styling, washing, trimming/cutting, knowledge of tools for hair styling, hair padding etc.	Up to 40 Years
12.	Security Guard	DS-02	02 (Male)	02 (Male)	• Minimum Middle (Class-VIII) or equivalent. • Experienced from infantry, Artillery, Air Defence, Armoured Corps, Rangers, Frontier Corps, Corps of Engineers (Engr), Pakistan Navy Marins (PN Marines), Mujahid (Active Battalion) and personal from other Arms/Services qualified in Advance Infantry course/SSG Course. • Clearance by School Psychologist about mental stability during probation/Adhoc period. • Preferably 5 years proven experience in weapon-handling (to be tested). • Eye-sight 6/6.	Up to 53 Years
13.	Cook Helper	DS-02	-	01 (Male)	• Preferably 2 years, relevant experience • Physical Fitness & Medical Clearance/Tests (Mandatory).	Up to 40 Years
14.	Mess Waiter/ Dishwasher	DS-01	-	01	• Preferably 2 years, relevant experience • Physical Fitness.	Up to 35 Years
15.	Janitor/Sweeper	DS-01	-	02 (Male)	• Preferably 2 years, relevant experience • Physical Fitness.	Up to 35 Years
		TOTAL	11	14		

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), MAILSI DISTRICT VEHARI.
ADDRESS: Chak No. 204/WB, Tibba Sultanpur, Tehsil Mailsi, District Vehari.
Ph: (Boys) 067-3368707, Ph: (Girls) 067-3368759

IPL-4663