The Nation

Jumada al-Awwal 17, 1445
SATURDAY,
December 02, 2023

PUNJAB DAANISH SCHOOLS & CENTERS OF EXCELLENCE AUTHORITY
DAANISH SCHOOL (BOYS&GIRLS) JAND, ATTOCK

JOB OPPORTUNITIES

Punjab Daanish Schools and Centers of Excellence Authority, Government of the Punjab offers following opportunities to highly dynamic and committed persons in **NON-ACADEMIC STAFF** category to serve at **DAANISH SCHOOL (BOYS&GIRLS) JAND, ATTOCK:-**

Sr. No.	Name of Post	Pay Scale	No. of Posts		Qualification / Experience	Age Limit
			Boys	Girls		
1.	Doctor/RMO	OG-1	01 (Male/Female)		• Minimum MBBS (Degree recognized by PMDC). • Related experience will be preferred. • Experience/Character Certificates from the previous employer/s, if any.	Up to 65 years
2.	Mess In-Charge	DS-12	-	01 (Male)	• Minimum Matriculate or equivalent. • 3 years' experience of operating a mess of a reputed establishment. • Practical knowledge of mess inventory, records, scales, distribution. • Experience of an Army Mess Havildar will be given preference. • Experience/Character Certificates from the previous employer/s, if any.	Up to 55 years
3.	Junior Clerk (Accounts)	DS-11	01 (Male)	-	• Minimum I.Com/D.Com from recognized institution with short computer course, typing speed 30-35 wpm. • Preferably 3 years of experience in Government/Private Offices. • Accounting / Finance experience will be preferred. • Experience/Character Certificates from the previous employer/s, if any.	Up to 63 Years
4.	Tandurchi	DS-04	01 (Male)	01 (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

Process/ Conditions:

i. Applicants shall attach with their applications a detail resume (CV), 2 x Photographs and certified copies of educational / experience certificates, CNIC duly attested should reach in **DAANISH SCHOOL (BOYS&GIRLS) JAND, ATTOCK**.
ii. Please clearly mark on the envelope, "For the post of _____".
iii. Interested candidates may apply in confidence by sending their credentials to the undersigned on or before **18 December, 2023**. 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. The selected candidate(s) can be transferred/posted to any other Daanish / Centre of Excellence School located in Punjab Province.
ix. All selected applicants will be required to submit medical certificate(s) and police clearance certificate.
x. School Principal/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-10235)

PRINCIPAL DAANISH SCHOOL (BOYS & GIRLS), JAND, DISTRICT ATTOCK
School Address: Near Langar Stop Jand, District Attock
Boys Campus: 0572-770213 | Girls Campus: 0572-770260