THE EXPRESS TRIBUNE
FRIDAY, JANUARY 12, 2024

PUNJAB DAANISH SCHOOLS AND CENTERS OF EXCELLENCE AUTHORITY *(GOVERNMENT OF PUNJAB)*

Advertisement No. PDS/DSPri-MW-01/2024

VACANCY OPENING

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

PRINCIPAL [For Daanish School]

No. of Posts: (01)

Disposition: Markedly mature and balanced personality with progressive ideals/deportment. Person with leadership qualities to head state-of-the-art boarding institute through mellowed outlook, deep learning and devotion to alumni. Individual 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 05 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 acumen and well conversant to perform the important functions of a traditional residential institution, including administration, people management, performance evaluation, messing, procurements, health & safety, security & surveillance, public audits, 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).
No. of Posts:	01 (One) (1x Female)
Age:	Up to 63 years. [Only Female candidates are eligible to apply]
Location:	For Daanish School (Girls Campus) at Harnoli, District Mianwali.
Salary & Benefits:	OG-III (equivalent to BPS-19) with 1000cc car with driver and in-campus accommodation along with 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 employees can be transferred/posted to any other Daanish or Center of Excellence school during the period of contract;

(1) Hand-written application and write-up by the applicants expressing their own ideas about the traditional residential public schooling.
(2) Detailed Résumé/CV.
(3) Attested/Certified copies of qualifications (from the HEC), experience certificates, latest copy of valid CNIC and 2 passport-size photographs.

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. Applicants convicted by any court of law are not eligible to apply. 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 **30 JANUARY 2024**.

MANAGER (ADMIN/HR & COORDINATION)

Punjab Daanish Schools and Centers of Excellence Authority, Govt. of Punjab. Japanese Cell Building, Research Station, Near Punjab University, Canal Bank, Lahore. Phone No. 042-99231737-40, 99230633.

www.daanishschools.edu.pk/careers

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