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

Advertisement No. PDS/COE-C&P(3)-02/2025

(FOR CENTRE OF EXCELLENCE (BOYS) SCHOOL, PIR MAHAL & CHAKWAL)

JOB VACANCIES

Punjab Daanish Schools and Centres of Excellence Authority, Government of Punjab offers opportunities to highly dynamic and committed professionals in **NON-ACADEMIC STAFF** category to serve at **CENTRE OF EXCELLENCE (BOYS) SCHOOLS, PIR MAHAL & CHAKWAL:**

Sr. No.	Name of Post/ Appointment	Pay Scale	No. of Posts		Qualification / Experience	Age Limit
			Pir Mahal	Chakwal		
1	Science Lab Assistant (Physics, Chemistry & Biology)	DS-14	01 (Male)	01 (Male)	• Minimum F.Sc. (with Physics, Chemistry & Biology) • Well versed in handling of respective lab with preferably 3-5 years relevant experience.	Up to 63 Years
2	Junior Clerk (Accounts)	DS-11	01 (Male)	01 (Male)	• Minimum I.Com./D.Com. from recognized institution with short computer course, typing speed 30-35wpm. • 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
3	Electrician	DS-04	01 (Male)	01 (Male)	• Preferably Certificate in relevant field from recognized institute. • Preferably 5 years' relevant experience. • Experience/Character Certificates from the previous employer/s, if any.	Up to 45 Years
4	Plumber	DS-04	01 (Male)	01 (Male)	• Preferably Certificate in relevant field from recognized institute. • Preferably 5 years' relevant experience. • Experience/Character Certificates from the previous employer/s, if any.	Up to 45 Years
5	Security Guard	DS-02	02 (Male)	04 (Male)	• Minimum Middle (Class-VIII) or equivalent. • Experienced from Infantry, Artillery, Armoured Corps, Air Defence, Rangers, Frontier Corps, Corps of Engineers (Engr), Pakistan Navy Marines (PN Marines), Mujahid (Active Battalion) and personnel from other arms/services qualified in Advance Infantry Course/SSG Course. • Clearance by school psychologist about mental stability during probation/ad-hoc period. • Preferably 5 years' proven experience in weapon-handling (to be tested). • Eye-sight 6/6.	Up to 53 Years
6	Naib Qasid / Office Boy	DS-01	04 (Male)	03 (Male)	• Minimum Middle (Class-VIII) or equivalent. • Physical fitness. • Experience/Character Certificates from the previous employer/s, if any.	Up to 40 Years
7	Mali / Baildar	DS-01	02 (Male)	02 (Male)	• Preferably 2 years' relevant experience. • Experience/Character Certificates from the previous employer/s.	Up to 40 Years
8	Janitor / Sweeper	DS-01	04 (Male)	03 (Male)	• Preferably 2 years' relevant experience. • Physical fitness. • Experience/Character Certificates from the previous employer/s, if any.	Up to 35 Years

Process / Conditions:

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 **14 MARCH 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.

PRINCIPAL
CENTRE OF EXCELLENCE (BOYS) SCHOOL, PIR MAHAL
Adjacent to Govt. High School No. 1, Pir Mahal.
Phone: 042-99230633

PRINCIPAL
CENTRE OF EXCELLENCE (BOYS) SCHOOL, CHAKWAL
Main Talagang Road Near Sabzi Mandi, District Chakwal.
Phone: 042-99230633

Deputy Manager (Admin/HR)
Punjab Daanish School &
Centers of Excellence Authority
Govt. Of the Punjab