



Export Development Fund
Government of Pakistan
Ministry of Commerce and Textile
Commerce Division
SITUATIONS VACANT



Export Development Fund (EDF) was established to “strengthen and develop infrastructure for promotion of exports” and to provide for connected and incidental matters of exports. The EDF Secretariat invites applications from Pakistani nationals for the following positions on purely contract basis. Positions are based at Islamabad. Selection will be made strictly on merit through test and interviews.

S.No	Position	Qualification & Experience	Max. Age	No of Position	Salary per month (Lump sum)
1	Director M&E	Qualification: Masters in Business Administration or Project Management from HEC approved University Experience: At least 10 years' relevant post-qualification experience in renowned national and international organizations involved in project management/ M&E, trade facilitation, export promotion, entrepreneurship development, planning and development.	45	01	Rs. 200,000/-
2	Manager IT	Qualification: Masters in computer sciences or Computer Engineering (16 Years) from HEC approved University. Experience: At least 5 years of post-qualification experience in Networking/ System administration, Website administration, Data Analysis, Digitalization-Office Automation Front End Development HTML5, CSS, Bootstrap4, Network Traffic monitoring. Must be understanding of enterprise firewalls, video calling devices, configuration expertise of network devices, installation and management of Domain controllers and services i.e DHCP, DNS, Proxy Server, Email Services.	35	01	Rs. 100,000/-

How to apply:

- Interested candidates may apply online through official website of NCBMS College & Testing Services (Pvt.) Ltd. Web: www.ncbms.edu.pk and send duly completed form alongwith test fee challan directly to the NCBMS office located at **24-D, 1st Floor, Rashid Plaza, Jinnah Avenue, Blue Area, Islamabad (Ph: 051-2272636-8)** not later than fifteen (15) days after the publication of advertisement.
- Please submit your test fee (**Challan available on NCBMS website**) through prescribed deposit slip on any online branch of designated banks. Deposited amount is non-refundable / non-transferable.
- Applicants are advised to regularly check the website mentioned above for important announcement (procedure for Roll No. Slip / Screening Test Schedule / Result etc) related to recruitment against above posts.

Deputy Director (HR & Admn)
Export Development Fund (EDF),
Ministry of Commerce & Textile (Commerce Division), Islamabad