



These service Regulations will be called Recruitment & Promotion Regulations for Teaching / Clinical & non Clinical staff of Medical Teaching Institution Hayatabad Medical Complex & its Allied Institutions Peshawar 2019.

Approved in 04th Meeting of BoG Held on 04/05/2019.

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In-Charge Scrutiny Committee

MTI-Hayatabad Medical Complex Peshawar

Vetted By: Prof Dr. Shehzad Akbar Khan

Medical Director/Acting Hospital Director

MTI-Hayatabad Medical Complex Peshawar

Approved by Board of Governor

MTI-Hayatabad Medical Complex Peshawar

SELECTION & PROMOTION CRITERIA
FOR
STAFF OF MEDICAL TEACHING
INSTITUTIONHMC/KGMC/IKD/PICO/KICH/BTC



PART – I (GENERAL DEFINITIONS)

GENERAL

1. These service Regulations will be called Recruitment & Promotion Regulations for Teaching / Clinical & non Clinical staff of Medical Teaching Institution Hayatabad Medical Complex & its Allied Institutions Peshawar 2019.
2. In these Regulations, unless the context otherwise requires:-
 - a) **“Appointing Authority”** means the officer or authority designated as such for the purpose of appointment, in MTI-HMC or its affiliates under the provisions of MTI reforms act and the regulation/policies framed thereof. The PAO shall act as approving authority for his/her respective institution. Medical Director will be the approving authority for recruitment of clinical staff including doctors, paramedics, nurses while Hospital Director will be the authority for the recruitment of non clinical staff.
 - b) **“Scrutiny Committee”** means the committee designated as such in MTI-HMC or its affiliates under the provisions of MTI reforms act and the regulation/policies framed thereof or scrutinizing the applications/ documents, short listing and preparation of working papers.
 - c) **“Selection & Promotion Committee”** means the committee formed by the competent authority designated as such in MTI HMC or its affiliates under the provisions of MTI reforms act and the regulation/policies framed thereof for selection and promotion of faculty and other staff/employees of the institution.
 - d) **“Member” means** a member of the committees described above.
 - e) **“Subject Specialist”** means the concerned specialist / advisor who may form part of the interview committee.
 - f) **“Government”** means the Government of Khyber Pakhtunkhwa.
 - g) **“Board of Governors”** mean the members of board of governors including the chairman.

PART – II

1. REQUISITION OF POSTS

Requisition of Post required to be filled by advertisement will be submitted by relevant Head of Department to the Appointing Authority with full justification. The Appointing authority will approve the requisition subject to provision of the posts in the following capacities

- a) **Vacancy in the budget book**
- b) **Posts created by BoG under section 7 c (i) of MTI reforms act.**

2. ADVERTISEMENTS

Except for appointments upto Class IV on fixed term contract basis ,all other positions must be advertised (in at least two newspapers of national repute) and due scrutiny and selection process followed, by concerned scrutiny followed by selection committee.

The posts, which are to be filled through the selection process, should clearly indicate the following: -

- a) Nomenclature of approved vacancy.
- b) Pay Scale/Fixed Term Contract.
- c) Citizenship and Domicile
- d) Age limit *if desired*.
- e) Qualification and experience.
- f) Qualifications, experience and age limit will be determined on the last date of receipt of applications.
- g) Last date for receipt of applications(at least 2 weeks after publication), shall be clearly mentioned in the advertisement.

3. SUBMISSION OF APPLICATIONS BY THE CANDIDATES

- a) An application by an eligible candidate shall be submitted on the prescribed form available from the HR office HMC/KGMC or Allied Institutions. It can also be downloaded from the Hospital / college website www.hmckp.gov.pk / www.kgmc.edu.pk / website of the affiliate institute
- b) Qualifications and experience along with supporting documents must be attested by BPS-17 officer or above.

- c) Processing fee (non-refundable) for application will be charged by the appointing authority
- d) All applications must reach the concerned office on or before the closing date and time.
- e) The Pre-Recruitment Section of HR Department shall receive all the applications submitted by hand or by post or online.
- f) The Pre-Recruitment Section of HR Department shall register each application.
- g) If the closing date fixed for the receipt of the application falls on an official holiday, the next working day shall be considered as the closing date.
- h) An application received after the closing time and date shall stand automatically rejected.

PART – III

1. SCRUTINY /ELIGIBILITY

- i. Eligibility of the candidates shall be determined in accordance with the provisions mentioned in the advertisement, and the selection criteria approved by the BoG.
- ii. Short-listing will be done based on the following criteria
 - a) Short listing will be done either based on pre-interview marks or through a written examination conducted by the scrutiny committee.
 - b) The written examination may be in the form of multiple choice questions, fill-in the blanks, or true/false or combination thereof, in order to decrease biasness in awarding marks.
 - c) The compilation of the result of the written examination will be done preferably by **OMR** (Optical Magnetic Recognition) and announced within 24 hrs and duly uploaded on the institution's website.
 - d) The result of the written test will be for screening/ short listing purpose only and shall in no way affect the pre-interview or interview marks.
 - e) Minimum five candidates will be short-listed for an advertised post. However if the number of eligible candidates are less than five then the eligible shortlisted candidates less than five will be considered for interview.
- iii. Calls for interview shall normally be sent to eligible short listed candidates only, whose applications are found to be complete in all respects, accept that a candidate may be asked to provide certain documents within a specified period of time.
- iv. **The Scrutiny Committee** shall be competent to reject applications, which are incomplete and may upload the final

list of eligible candidates on the institution's website.

- v. Any aggrieved candidates may approach the appointing authority for review of his marking or disqualification. The decision of the appointing authority thereafter shall stand final.
- vi. Duly attested/Photo stat copies of the documents will be acceptable on the condition that the candidates would bring the originals if and when they are called for interview.
- vii. Date of birth shall ordinarily be date of birth endorsed on the Matriculation / equivalent certificate or, where such certificate is not available on account of unavoidable circumstances, then school leaving certificate shall be considered. If the candidate becomes over age even by a day on the last date for receipt of applications, he/she shall be considered ineligible unless age relaxation is granted by the competent authority under relevant rules / policies.
- viii. If any post is re-advertised (for whatever reason) with the direction that the candidates who had already applied do not need to apply again, the age will be calculated as under:
 - a) For calculating age of those candidates who had applied in response to the original advertisement the date would be the closing date of that advertisement;
 - b) For calculating the age of those candidates who apply in response to subsequent advertisement, increasing the number of posts of original advertisement, the date would be the closing date of the subsequent advertisement; and
 - c) Candidates who had applied in response to the original advertisement and were found under age would be eligible if they attain the requisite lower age limit on the closing date of the subsequent advertisement;
- xi. Only those candidates will be held eligible who are citizens of Pakistan and possess a domicile of Khyber Pakhtunkhwa and merged FATA areas, unless otherwise specified.
- ix. The candidates shall invariably attach National Identity Card and Domicile certificate as a token of possessing citizenship. In case National Identity Card is not produced, the candidate will explain the reasons of its non-availability with authentic proof for having applied to the concerned authority for its issuance.
- x. For posts (BPS 5 and above or equivalent), where Zonal distribution or Quota allocation is to be affected the domicile of relevant zones and relevant documentary proof will be considered. The formula in such cases shall be the same as outlined in ESTA code.
- xi. For BPS IV and below candidates from across the province and merged FATA areas will be eligible.

2. DISQUALIFICATION

The following attributes and practices may lead to disqualification of a candidate

- a) Canvassing in any form.
- b) The candidate may be disqualified and / or excluded from interview and / or criminally prosecuted / debarred from employment under government rules if he/she.
 - i. Knowingly furnishes any particulars / documents which are false.
 - ii. Provides incomplete application.
 - iii. Doesn't meet the stated criteria as per the advertisement.
 - iv. Suppresses material information.
 - v. Has been previously let go on account lack of performance or disciplinary grounds.
 - vi. Attempts to influence the Members of the Committee.
 - vii. Attempts to obtain support for his / her candidature by improper means.
 - viii. Submits forged certificates.
 - ix. Tempers with the entries in his / her age and academic certificates.
 - x. Misbehaves in the interview.

PART - IV

INTERVIEW

- a) Interview/ promotion committees for faculty will be constituted as per the regulations and policies approved for MTI-HMC.
- b) Interview/ promotion committee for non-faculty members shall be approved by the competent authority in the following capacities
 - BPS 1 to 10 or equivalent

- BPS 11 to 16 or equivalent
 - BPS 17 and above or equivalent
- c) All members of the committee shall mark the candidate out of the same total allocation i.e. they shall have equal marks at their disposal.
- d) If the marks given by one or more of the member of the selection committee falls 33% outside the average marks of all the members, he/she will be given a chance to review his marks, otherwise his / her marks will be declared null and void.
- e) Passing marks in the interview will be 50%. If a candidate fails in interview, he or she will not be considered for appointment even if his or her pre- interview marks are more than the others.
- f) Any grievances regarding allocation of pre-interview marks will be referred to the Selection/ Promotion Committee and for interview marks to competent authority.
- g) The decision of the competent authority shall stand final.

PART – V

1 ACADEMIC QUALIFICATIONS.

- a) Only the qualifications and experience possessed on the closing date of the application shall be taken into consideration.
- b) A candidate who has been declared to have passed a particular Degree / Diploma examination may be considered provisionally on the basis of provisional certificates signed by the Controller of examination provided that he will have to produce proper degree/ diploma/ certificate to the selection committee before/ on the day of his interview. In exceptional circumstances the appointing authority may allow additional time for production of the degree/diploma /certificates provided that the candidate has attained the relevant qualification but there is delay in release of relevant documentation on part of the issuing authority
- c) Marking based on ACADEMIC RECORD shall be as follows
- i. Academic scoring shall be based on the percentage marks achieved in all undergraduate professional /annual/semester examinations.

- ii. In cases where the candidate fails to provide the proof of secured marks in a particular examination ,he/she shall be deemed to have passed with the lowest passing marks(50%) or 33 % as the case may be.
- iii. Foreign graduates will be marked @ 60% of the marks achieved.
- iv. 0.5 marks will be deducted for each additional attempt in a professional examination.
- v. The conversion formula from CGPA to percentage shall be applicable;
Step 1: Obtained CGPA / Total CGPA x 100 = Resultant%
Step 2: Subtract 05% from the resultant % = Final %
- vi. Post graduate qualifications which enable a candidate to become eligible for the post i.e. FCPS/FRCS/MS/MD/M.Phil/PhD, recognized by the governing body shall carry no marks.
- vii. Additional/Advance qualifications attained after the prescribed qualification, in relevant field will be given marks asunder:
 - Additional qualification of the same level or below shall not be awarded marks e.g a candidate with MRCP/ MCPS in General Medicine and FCPS in General Medicine shall not be eligible for extra marks.
 - A candidate who has FCPS in General Medicine with a second fellowship like FCPS in Cardiology shall be eligible for extra marks when he applies for the post in General Medicine. The reason being, that a) FCPS in Cardiology is an advanced qualification on FCPS General Medicine & b) FCPS Cardiology was done after the prescribed qualification in General Medicine
 - But the same candidate shall not be eligible for extra marks for advance qualification if he/she applies for a post in Cardiology. The reason in this case is a) FCPS General Medicine is not an advanced qualification on FCPS Cardiology for a Cardiology Post&b) FCPS Cardiology which is prescribed qualification was done after FCPS General Medicine.
 - Additional relevant qualification also includes qualification in Medical education and epidemiology, recognized by PMDC.
- viii. Basic / UG Qualification marks will be calculated as:
$$\frac{\text{Total obtained marks in all professionals} \times \text{Max marks allocated}}{\text{Total marks of all professionals}}$$
- xi. Additional Qualifications must be recognized by relevant governing body in Pakistan.

2 DISTINCTION

The best graduate of a medical university (not medical college) will be eligible to get full credit for distinction. One mark will be awarded for acquiring first position in each professional examination of MBBS/BDS at University level.

In case of non doctors, marks will be allocated for attaining distinction as best graduate or topping any of the exams (board/university level) taken to obtain the basic required qualification.

3. RESEARCH PUBLICATIONS

Research papers needed to become eligible for a particular post shall carry no Marks.

Marks will only be allotted to original research papers in the relevant field.

i. Papers in an impact factor Medical Journal

- First author = 2 Marks /paper
- 2nd&3rdAuthor =0.1Mark/paper
- 4th 5th&6th = 0.5Marks/paper

ii. Paper in PMDC recognized Medical Journal/ Non-impact factor foreign Journal

- First author =01 Mark /paper
- 2nd &3rdAuthor =0.5Mark/paper
- 4th 5th& 6th =0.25Marks/paper

- a. Case reports, review articles, editorials & chapters in textbooks will not be eligible for marks. Acceptance letter from editor/chief editor will not be accepted as publication.
- b) Since PMDC reviews the list of recognized journals from time to time, therefore, if a paper has been published during the time in which the journal was recognized by PMDC it will be considered for giving marks/credit during initial induction and for promotion. Similarly, if the paper is published in a journal during the time in which it was not recognized by PMDC but subsequently recognized by PMDC, credit or marks will be given for the paper which was published during the time in which the Journal was not recognized.
- c) It is the date of publication of a paper in a journal (online or hard copy) rather than the date of submission which shall be considered while deciding about the period of publication of a particular paper.
- d) Only one article as first author in a single issue of the journal will be acceptable.

4. **EXPERIENCE**

- a) Experience needed to become eligible for a post shall carry no marks.
- b) Deficiency amounting to even a single day shall make the candidate ineligible for the post applied.
- c) For faculty positions and Specialist Registrar the following criteria will apply
 - (i) only Post Fellowship Experience will be given Marks.
 - (ii) Period of training undergone by a candidate for becoming eligible for the award of qualifying degree shall carry no marks.
 - (iii) Training period in a subspecialty as TMO will be awarded marks as medical officer for the general specialty. However this cannot be counted as experience for the subspecialty.
 - (iv) Experience as Faculty (lecturer/demonstrator/assistant professor/associate professor/professor) will be awarded 2 marks/yr
 - (v) Specialist registrar/ District specialist/ consultant/ will be awarded 01 mark/yr
 - (vi) Medical officer, Junior Registrar, TR will be awarded 0.75 marks/yr if he /she is a FCPS holder
- d) For non- teaching posts experience as MO, JR, TR will be awarded @ 1 marks/yr
- e) Experience less than a year but more than or equal to 9 months will be awarded half of the marks as specified above.
- f) If not specifically provided otherwise in the relevant rules/ regulations, prescribed experience means the experience gained in line in a regular full time paid job acquired after obtaining the prescribed qualification.
- g) Experience gained during appointment on ad-hoc or contract basis shall be counted towards eligibility and for awarding marks. **Notification by the appointing authority will be essential for awarding Marks or for counting eligibility.**
- h) The experience on current charge base will not be considered for scoring or eligibility in the current capacity.
- i) Only Experience certificate issued by Head of the concerned Institution e.g. Dean/Principal/MD/HD/MS or Secretary/Director shall be acceptable.
- j) General Health Services in case of civil servants shall be acceptable
- k) Experience gained in a private recognized institution/ organization shall be taken into consideration only if it is additionally supported by valid documentary proof issued by appropriate governing body e.g. PM&DC or PNC.
- l) Experience should be given only to the designation on which the candidate takes pay.
- m) Extra 3 marks will be awarded to the candidate who has served MTI/HMC Peshawar more than 06 Months subject to issuance of a good standing certificate by the supervising authority.
- n) **Experience marks will be given for supporting staff (other than doctors) as:**

Up to 5 years	= 01 Mark/year
After 5 years	= 0.5 Mark/year

5. POST GRADUATE SUPERVISORS

CPSP AND OTHER UNIVERSITY accredited supervisors (with a current valid status and duration of at least one year) will be awarded 01 mark.

PART – VI

DISTRIBUTION OF TOTAL MARKS

CRITERIA FOR SLECTION OF DEMONSTRATOR / LECTURER/ MED OFFICER/ TR/ JR	
Under graduate credit	50 Marks
Distinction	04 Marks
Experience	06 Marks
Research	02 Marks
Additional Qualifications	03 Marks
Interview Marks	25 Marks
Total Marks	90 Marks

CRITERIA FOR SLECTION OF SPECIALIST REGISTRAR/ CONSULTANT	
Under graduate credit	30 Marks
Distinction	04 Marks
Experience	02 Marks
Publications	02 Marks
Additional qualifications	02 Marks
Interview marks	50 Marks

Total Marks	90 Marks
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CRITERIA FOR SLECTION OF ASSISTANT PROFESSOR	
Under graduate credit	20 Marks
Distinction	04 Marks
Experience	08Marks
Publications	06Marks
Additional qualification	02 Marks
Interview marks	50Marks
Total Marks	90 Marks

CRITERIA FOR SLECTION OF ASSOCIATEPROFESSOR/PROFESSOR	
Under graduate credit	10Marks
Distinction	04 Marks
Experience	10 Marks
Publications	12 Marks
Additional qualification	04 Marks
Interview marks	50 Marks
Total Marks	90 Marks

Additional qualification Marks shall be allotted as follows in case of Medical faculty /doctors

Diploma /master minimum of 1year	= 1 Marks
Diploma /Master minimum of 2years	= 1.5Marks
Degree etc of 3 or more years	= 2.0Marks

<u>CRITERIA FOR CHARGE NURSE/ MALE NURSE (BPS-16)</u>	
Basic Qualification	45 Marks
Additional qualification	04 Marks
Experience	10 Marks
Distinction	04 Marks
Publication	02 Marks
Interview marks	25 Marks
Total Marks	90 Marks

Additional qualification (Nursing / ME/ Epidemiology etc) marks will be given as:

1 Year Diploma	= 01Marks
2 years course - (e.g. Post RN -B.Sc Nursing)	= 02Marks
2 year (e.g. M.Sc Nursing)	= 03Marks
Ph.D or equivalent	= 04marks

<u>CRITERIA FOR COMPUTER OPERATOR OR EQUIVALENT POST REQUIRING 14 yrsEDUCATION</u>	
Basic Qualification	50 Marks
Additional qualification	06 Marks
Experience	05 Marks
Distinction	04 Marks
Interview marks	25 Marks
Total Marks	90 Marks

Basic Qualification marks will be distributed as:

(SSC=10, intermediate=15, B.A Second Division + DIT, BSc/BCS/BS(Hons)/BIT=25)

Additional qualification marks will be given as:

1 stage up (M.Sc/BCS/BS(Hons)/BIT/16yearof education) = 02Marks
 2 stage up(M.S/MPhil) = 04Marks
 3 stage up(Ph.D) = 06Marks

<u>MARKING CRITERIA FOR CLINICAL TECHNICIANS BPS- 12</u>	
Basic Qualification	50 Marks
Additional qualification	06 Marks
Experience	09 Marks
Interview marks	25 Marks
Total Marks	90 Marks

Basic Qualification Marks will be calculated as:

(SSC= 30 marks, Diploma 20 marks)

Additional qualification marks will be given in the relevant field as:

1 stage up (Intermediate) = 02Marks
 2 stage up (Bachelor) = 04 Marks
 3 stage up (Master) = 06Marks

<u>CRITERIA FOR TELEPHONE OPERATOR OR POSTS REQUIRING SECONDARY SCHOOLCERTIFICATE</u>	
Basic Qualification	50 Marks
Additional qualification	06 Marks
Experience	09 Marks
Interview marks	25 Marks
Total Marks	90 Marks

Additional qualification marks will be given in the relevant field as:

1 stage up (Intermediate) = 02 Marks

2 stage up(Bachelor) = 04Marks

3 stage up(Master) = 06Marks

<u>MARKING CRITERIA FOR THE POST WHICH HAS MASTER/16 YEARS OF EDUCATION AS BASIC QUALIFICATION.</u>	
Basic Qualification	50 Marks
Additional qualification	06 Marks
Experience	07 Marks
Distinction	02 Marks
Interview marks	25 Marks
Total Marks	90 Marks

Basic Qualification Marks will be distributed & calculated as:

04 Exams	03 Exams
SSC =10	SSC =15
Inter =10	Inter =15
Bachelor =10	BCS/BIT etc (04 Years) = 20
Master=20	--

Additional Qualification Marks will be given as:

1 stage up (M.S/M.Phil) = 02 Marks

2 stage up (Ph.D) = 04Marks

3 stage up (Post doc) = 06Marks

MARKING CRITERIA FOR JUNIOR CLERK (BPS-11) OR FOR THE POST HAVING INTERMEDIATE / 12 yrs AS BASIC QUALIFICATION.	
Basic Qualification	50 Marks
Additional qualification	06 Marks
Experience	09 Marks
Interview marks	25 Marks
Total Marks	90 Marks

Basic Qualification Marks will be distributed & calculated as:

(SSC=20, Intermediate=30 (i.e.) Total Marks =50)

Additional Qualification Marks will be given as:

1 stage up (BA/BSc/14 year of education)	= 02Marks
2 stage up (M. Sc/16 year of education)	= 04Marks
3 stage up(M.S/M.Phil)	= 06Marks

PART – VII**1. MERIT LIST/RECOMMENDATION**

- a) At the end of interviews the secretary selection committee, shall prepare a merit list and minutes of the proceedings and after getting the signatures of all the members submit the consolidated list to the appointing authority.
- b) Merit list shall be prepared keeping in view the aggregate marks secured by various candidates.
- c) When two or more than two candidates have secured equal marks in aggregate the candidate who has secured more marks in the interview shall be ranked higher on the merit list. However if even the interview marks are the same then the candidate who is older in age shall be given the advantage.

2. NOTIFICATION

PAO (Principal Accounting Officer) will issue the notification for appointment and sign the final contract award on the recommendation of the Medical Director in case of clinical staff (doctors, nurses, paramedics) whilst the non-clinical staff shall be directly notified by the PAO.

3. REPRESENTATION.

Representation should be addressed to the appointing authority, which shall decide the case on merit and submit the findings to the BoG.

4. WAITING LIST.

Recourse can be made to the waiting list on the request of the Head of concerned department (who shall have the full authority to refer to the waiting list OR go for re-advertisement if so desired).

The Waiting list will be valid for 3 months after the date of arrival (as mentioned in the arrival report submitted by the selected candidate who leaves the post or is terminated for whatever reason) OR the last date prescribed for joining (in case the selected candidate does not submit arrival in the prescribed time).

PART VIII

**PROMOTION CRITERIA OF MTI-HMC/KGMC FROM ASSISTANT PROFESSOR TO ASSOCIATE PROFESSOR
& FROM ASSOCIATE PROFESSOR TO PROFESSOR ARE PROPOSED**

The faculty member to be promoted to the next higher cadre must have:

1. Minimum PM&DC approved qualification, teaching experience and research papers in PM&DC recognized medical journals as per regulations for the appointment/promotion of faculty in under postgraduate (medical and dental institutions) of PM&DC, Pakistan.
2. Out of the required teaching experience as per PMDC criteria, the candidate for promotion must have served at least Two Years in the capacity of Assistant professor for promotion to Associate professor and one Year in the capacity of Associate professor for promotion to Professor **in MTI/HMC/KGMC.**
3. In addition to Para1 and Para2, the candidate for promotion from Assistant Professor to Associate Professor should get marks on the following scoring sheets as per detail appended below:-

5th Year	75%
6th Year	70%
7th Year	65%
8th Year	60%

Similarly, apart from Para1 and 2, for the promotion of Associate Professor to Professor, the candidate has to secure following marks on the scoring sheet as per detail appended below:-

3rd Year	75%
4th Year	70%
5th Year	65%
6th Year	60%
7th Year	56%
8th Year	55%

1.	Research publications over & above the PM&DC mandatory publications*(to a maximum of 7 marks)	7
2.	Teaching experience over & above the PM&DC mandatory Experience. 1 Mark/Year	7
3.	Excellent Teacher **	10

4.	Excellent clinician/Professional services***	10
5.	CME credit hours 01 mark / Two CME credit hour	8
Scholarly activities		
6.	1. CPSP/HEC/KMU supervisor or co-supervisor	5
7.	2. Presentation at national/international conference with a paper/abstract	2
8.	3. Workshops/ Symposia : Organizing 2 marks ; Presenting/Teaching 1 mark/session	2
9.	4. Editor of recognized journal/member of Editorial Board	2
10.	5. Reviewer of PM&DC recognized journal.	2
11.	6. Publishing review article/meta-analysis/Editorialist/medical book/chapter	2
12.	7. Significant contribution to module development for undergraduate medical students.	2
13.	8. Organizing academic activities like departmental /journal club, mortality, morbidity meetings/audit.	2
14.	9. Participation in Undergraduate examination/Paper checking/Paper setting. NB: (A certificate issued by HoD/Controller of Examination KMU will be accepted).	2
15.	10. Participation in Post-graduate examination/Paper checking/Paper setting. NB: (A certificate issued by Regional Director, CPSP/Controller of Examination, CPSP/Controller of Examination KMU will be accepted).	2
16.	11. Member of postgraduate training program NB: (A certificate issued by Associate Dean for PG will be accepted).	2
17.	12. Hospital/ College CPC : Organizing 2 marks ; Presenting 1 mark/session NB: (A certificate issued by Associate Dean for PG will be accepted).	2
18.	Administrative work during the Times of experience required. 1. Chairman of hospital/college committee notified by Dean/Hospital Director/Medical Director/Chairman of the Committee. Three Marks for each committee. 2. Member of hospital/college committee notified by Dean/Hospital Director/Medical Director/Chairman of the Committee. 2Marks for each committee.	6
19.	Attendance in hospital CPC****or equitant activity to CPC in college	5
20.	PERs quantification score *****	5

***marks will be awarded only to the Principal author and next two co-authors.**

For this a minimum score is “X” in the algorithm below:

- For PM&DC recognize Journals.
- First author = 2marks/Article.
- Next Two co-authors = 1 mark/Article.

For others journals:

- First author = Full marks according to scale below/Article.
- Next Two co-authors = 50% mark according to scale below/Article.
- Journals in the PM&DC/ international journal =X(2)marks
- Z category journals in HEC list =X(2) + 1marks
- Y category journals in HEC list =X(2) + 2marks
- X category journals in HEC list =X(2) + 3marks
- Journals with impact factor<1 =X(2) + 4marks
- Journals with impact factor1-3 =X(2) + 5marks
- Journals with impact factor4-6 =X(2) + 6marks
- Journals with impact factor7-10 =X(2) + 7marks
- Journals with impactfactor10 =X(2) + 8marks

****Excellent Teacher will be marked as below:**

Excellent teacher marks 05 for undergraduate and 05 for postgraduate teaching. Evaluation of the faculty member to be promoted will be awarded by Dean/Associate Dean through due process comprising of online evaluation from undergraduate students and postgraduate trainees. For the clinical faculty the certificate will be issued by the Associate Dean Postgraduate and for the basic science faculty Associate Dean Undergraduate. Each of these certificates will be countersigned by the Dean MTI-HMC. It will be mandatory that 2/3 of the undergraduate/postgraduate students should give feedback. For the postgraduate trainees only his own trainees will be entitled to give feedback for their concerned supervisor.

Whilst marks (Out of a Maximum of 10) are based on feedback from respective undergraduate (5 marks) and postgraduate (5 marks) students, faculty working in departments who do not have an active program in one of the two capacities, shall have the outstanding marks carried over to the active program, i.e. they will be marked out of a total of 10 based on the assessment done by either the undergraduate or post graduate students, as the case maybe.

*****Excellent Clinician**

The feedback will be filled by Head of unit online and certificate will be issued by Medical Director MTI/HMC. This shall not apply to Basic Science Deptt. and as such these marks will not be part of the Total.

******Attendance in Hospital CPC**

Marks will be awarded from attendance record dually verified by Associate Deans, post graduate for clinical faculty and Associate Dean undergraduate for Basic Science faculty.

10-20% _____ 1mark

21-40% _____ 2marks

41-60% _____ 3marks

61-80% _____ 4marks

81-100% _____ 5marks

******* PERs quantification score**

Marks will be awarded according to PER quantification scores as below.

Category	Marks Proposed
Very Good	05
Good	03
Average	01
Poor	00



SELECTION & PROMOTION CRITERIA FOR CLINICAL & NON-CLINICAL STAFF OF
HMC/KGMC/IKD/PICO/KICH/BTC, PESHAWAR.

**MANUAL OF RECRUITMENT & PROMOTION REGULATIONS OF MTI-HMC, & ITS ALLIED
INSTITUTIONS 2019.**

S.No.	Nomenclature of Post	Minimum Qualifications for Initial Recruitment / Promotion	Age	Method of Recruitment / appointment
ADMINISTRATIVE STAFF				
1.	Hospital Director BPS-20	<p>a) The Hospital Director shall possess a recognized Master's Degree in Hospital Management or Health Services Management or Business Management or Public Health or Public Administration or any other relevant management qualifications having at least 7 years experience of management in an organization or institution.</p> <p>b) Provided that a person, who possess a recognized Medical Degree may also apply for the post of Hospital Director with the condition that he/she shall have an additional Management Degree and at least 07 years experience of management in an organization or institution and shall have no right to do private practice.</p>	Up till the age of superannuation	By Initial Recruitment for a period of 5 years
2.	Medical Director BPS-20	The Medical Director shall possess a recognized Medical Degree with management or administrative qualification and at least 03 years experience of leading a major hospital clinical unit in any clinical discipline.		By Initial Recruitment for a period of 5 years
3.	Dean /Principal BPS-20	a) MBBS / BDS or equivalent from recognized University or equitant		By Initial Recruitment for a period of 5 years

		<p>qualification recognized by PM&DC</p> <p>b) FCPS, PhD, FRCP, FRCS, or a US Board Certified or equivalent.</p> <p>c) 07 years experience administrative experience as a Head of Department/Units/Program or Institutions.</p>		
4.	Director Administration BPS-19	Medical Officer/ faculty of BPS-19 or above form the Staff of the HMC Hospital.		
5.	Deputy Medical Superintendent (Admin) BPS-19	Medical Officer of BPS-18 or above form the Staff of the HMC Hospital		
6.	Deputy Medical Superintendent (Store) BPS-19	Medical Officer of BPS-18 or above form the Staff of the HMC Hospital.		
7.	Resident /Record Medical Officer BPS-19	Associate Professor or above from the faculty of Hospital.		
8.	Director Finance BPS-18	Candidates shall be a reputable individual with a Masters degree in finance or accounts with ten years experience in finance and/or accounts in a major private or public company/institution or a Chartered Accountant or CMA/ACMA/FCMA with a minimum professional experience of 7 years.		By Initial Recruitment for a period of 3 years (CFO may be elevated to the post of Director Finance upon achieving due qualification and experience subject to satisfactory progress.)

9	Chief Finance Officer	The Board may also appoint a CA finalist/ACCA finalist who will act as Chief Finance Officer with all the powers designated to Director Finance, provided that he may be elevated to the post of Director Finance upon achieving due qualification and experience subject to satisfactory progress Fixed term contract CA finalist / ACCA Finalist. b) At least 03 years experience in the relevant field with reputable Firm of chartered Accountant.		By Initial Recruitment
10.	Director Nursing BPS-18	The Nursing Director will be a qualified nurse (RN), with an advanced degree in Nursing (BScN), preferably MScN/MA with at least 7 years administrative and teaching experience, and Current Nursing Registration.		By Initial Recruitment for a period of 5 years
11.	Director Building and Civil Works (fixed pay)	a) BSc in Civil Engineering from recognized University registered with PEC. b) 05 years of experience as Civil Engineer in any Govt or Govt registered Companies(C 1-C-2)in buildings.	Nil	By Initial Recruitment
12.	Senior Manager HR (fixed pay)	a) MBA from recognized university. b) 10 years of experience in a tertiary care hospital.	35-45	By Initial Recruitment
13.	Senior Security Officer (fixed pay)	At the rank Ex-Colonel of Pakistan Armed force, i.e; Frontier Corps, Navy & Air Force or SP rank in Police Services.	Nil	By Initial Recruitment

14.	Manager Accident & Emergency (fixed pay)	<p>a) MBA,MHA or equivalent Degree from recognized University.</p> <p>b) MBBS/BDS Doctors with administrative experience in a hospital may also be considered.</p> <p>c) A minimum of 06 years relevant experience in a Health Care Institution.</p> <p>d) Preference will be given to candidates with sound decision-making skills, planning and analytical skills and must be acquainted with developing and managing standardized Accident and emergency services in a Health care institution and decision making skills.</p>		By Initial Recruitment
15.	Manager Facilities (fixed pay)	<p>a)Masters or Bachelor's degree in Management or Environmental Sciences or equivalent Degree from recognized university.</p> <p>b) 6 years of experience in a Managerial / Administrative role in the service Industries related to facility management.</p> <p>c) Preference will be given to candidate with experience and Hospitality industry or Hospital.</p> <p>d) Additional requirements are an ability to do strategic planning for the areas of Food & Beverages, Laundry, Housekeeping, Pest control, Horticulture, Waste Management and Housing.</p>	30-40	By Initial Recruitment

16.	Secretary BOG (fixed pay)	<p>a) Graduate in Bachelor's Degree.</p> <p>b) Having excellent communication skills and command in written and spoken English and Urdu Preferably well conversant with Medical and Health terminologies Computer literate and proficiency in short notes</p> <p>c) Three (03) years experience in the relevant field.</p>	30-40	By Initial Recruitment
17.	Provost (fixed pay)	<p>a) Master Degree from recognized university of HEC. Three (03) years experience in the relevant field. Preference will be given to those candidates having experience in relevant field in any Govt registered organization/institution.</p>	30-40	By Initial Recruitment
18.	Legal Advisor (fixed pay)	<p>a) Bachelor Degree in law (LLB) from a recognized University.</p> <p>b) 10 Years of Experience in High Court & Supreme Court including experience in service matter.</p>		By Initial Recruitment

19.	Manager IT (fixed pay)	<p>a) M.Phil. /MS or equivalent degree In Computer Sciences.</p> <p>b) Preference will be given having International Data Base Course Certification.</p> <p>c) 05years experience as a Network Administrator / Programmer / IT Manager</p> <p>In-depth knowledge of network topologies, protocols, tools and techniques, security features of different networking / security / products. Hand on experience regarding design/implementation of network security policies. Experience of Windows Platform/configuration management, troubleshooting of network devices (routers, switches, firewalls, IDS, IPS, load balancers, MCSE etc.</p>	30-40	
20.	Assistant Director Planning & Finance BPS-17	<p>a) MBA-Finance from recognized University of HEC.</p> <p>b) 3years experience as Accountant in any Govt or Semi Govt organization.</p>	30-40	By initial recruitment
21.	Assistant Director Civil Works (fixed pay)	<p>a) BSc in Civil Engineering from recognized University registered with at least 03 years experience as Civil Engineer in any Govt or Govt registered Companies(C 1-C-2) in buildings</p> <p>Or</p> <p>B.TECH in civil technology with atleast6 years of experience in</p>	30-45	By Initial Recruitment

		any Govt or Govt registered Companies(C 1-C-2) in buildings		
22.	Manager Quality Assurance (fixed pay)	<p>a) Master Degree in Social Sciences or Administrative Sciences with Five Years as a quality assurance professional preferably with a full/partial experience in a reputed Hospital.</p> <p>b) MBBS with requisite experience may also be considered. Quality Assurance certification from reputed institute will be preferred.</p>	30-40	By Initial Recruitment
23.	Manager Inpatient (fixed pay)	<p>(a) MBA/MHA or equivalent degree from a recognized university. MBBS/BDS doctors with administrative experience will also be considered.</p> <p>b) A minimum administrative experience of 05 years in a health care institution will be preferred.</p> <p>c) Preference will be given to Candidates with sound decision making, budget management, analytical, and planning skills and a thorough knowledge of routine operations within a professional services environment.</p> <p>d) Knowledge of health care and hospital related key performance indicators as well as knowledge of ISO Certification, Joint Commissions Standards and/or quality improvement processes will be preferred.</p>	30-45	By Initial Recruitment

24	Media Manager (fixed pay)	<p>a) Master degree in Mass communication or journalism or equivalent degree from a recognized university with at least 06 years experience in media and PR at a reputable institution. least 06 years experience in media and PR at a reputable institution.</p> <p>b) The candidate must possess strong PR, managerial interpersonal and communication skills, Good relations with the media, ability to handle and resolve conflict/ problematic situations. Excellent writing skills, excellent negotiation skills and ability to close a deal, ability to prepare media plans/budgets and to monitor expenditure against budgets, excellent creative writing skills, ability to write, proof read media content effectively ,ability to build relationships at all levels, ability to work autonomously and as a member of a team.</p>		By Initial Recruitment
25	Manager Pharmacy (fixed pay)	<p>a) Pharm-D from a recognized University; an M.Phil or Ph.D degree in pharmacy, as well as MBA from a recognized University would be an advantage.</p> <p>b) Applicants should have 07 Years experience in supervisory role in a reputable hospital pharmacy or in the pharmaceutical industry. Knowledge of hospital formularies, computerized drug management, drug quality control and medical supply inventories and of modern hospital pharmacy is required.</p>	30-40	

26.	Manager Supply Chain (fixed pay)	<p>a) Bachelor Degree from recognized university.</p> <p>b) 05 years of experience in the relevant field.</p> <p>c) Candidates having Procurement experience in health sector will be given preference.</p>	30-40	By Initial Recruitment
27.	Manager Human Resources (fixed pay)	<p>a) Master Degree in Human Resource or equivalent Degree in HR from HEC recognized institution.</p> <p>b) 06 years experience in the relevant field in a reputed Health care institution will be preferred.</p> <p>Foreign Certifications/trainings in the HR field would be an advantage. Must be familiar with the tools of human resource management industry HRMIS, Microsoft Office and file management.</p>	30-40	By Initial Recruitment

28.	Manager OT (fixed pay)	<p>a) Generic Post RN BSC.N Or BS in Surgical OT</p> <p>b) MPH from recognized university</p> <p>c) At least 05years of experience as OT supervisor in teaching hospital.</p>	30-45	By Initial Recruitment
29.	Biomedical Engineer (fixed pay)	<p>a) BSc/BE. Electronics/Bio medical Engineering from recognized institute with 03 years relevant experience in a reputable hospital.</p> <p>b) Must be fully conversant with preventive and corrective maintenance of all patient care and medical equipment in operating units, clinical labs, therapeutic and diagnostic units i.e. X-ray machines, CT Scans, Monitoring and testing machines etc.</p>	30-40	By Initial Recruitment
30.	Manager OPD & Ambulatory Services (fixed pay)	<p>a) MBA,MHA or MPH or equivalent Degree from recognized University.</p> <p>b) MBBS/BDS Doctors with administrative experience in a hospital may also be considered.</p> <p>c) 06 years experience in a Health Care Institution.</p> <p>d) Preference will be given to candidates with sound decision-making skills, planning and analytical skills and must be acquainted with developing and</p>	30-45	By Initial Recruitment

		managing standardized Accident and emergency services in a Health care institution. and decision making skills		
31.	Internal Auditor (fixed pay)	Qualified CA or CMA/ACMA/FCMA or ACCA with at least 07 years of experience in audit at senior level in major private or public entity. Preferably be a member of recognized body of professional Accountants or Certified internal auditors.	30-45	By Initial Recruitment
32.	Security Officer	At the rank Ex-Captain of Pakistan Armed force, i.e. Frontier Corps, Navy & Air Force or DSP rank in Police Services.	Nil	By Initial Recruitment
33.	Account Officer BPS-17	a) Chartered Accountant /M.Com / MBA-Finance/M.Sc economics from recognized University of HEC. b) 03 years of experience as Accountant in any Govt. registered organization. c) No Experience is required for CA.	25-40	By Initial Recruitment
34.	Orthotic BPS-17	a) B.Sc Honor in Orthotic from recognized Institutions. b) 01 year experience in any Govt registered organization.	25-40	By Initial Recruitment

DOCTORS				
35.	Consultant BPS-18	<p>a) MBBS / equivalent from recognized University or equivalent qualification recognized by PM&DC</p> <p>b) FCPS for all categories except Anesthesia, where DA is Post Graduate qualification, if FCPS not available.</p>	30-45 For initial recruitment	<p>a) By Initial Recruitment</p> <p>b) Assistant anesthetist will be promoted 50% on the basis of seniority cum-fitness having post graduate qualification with at least 07 years of experience as MO Anesthesia.</p>
36.	Consultant Radiology (fixed Pay)	<p>a) MBBS or equivalent medical qualification recognized /registered by the PM&DC.</p> <p>b) PM&DC level III qualification in Radiology like FCPS/M.S/MD or other equivalent PM&DC level III qualification in Radiology recognized/registered by the PM&DC.</p>	30-45	By Initial Recruitment
37.	Consultant Cardiologist (fixed Pay)	<p>a) FCPS/MD or equivalent qualification in the respective subject recognized by the PM&DC.</p> <p>b) Minimum 02 year post fellowship.</p> <p>c) The services of selected candidate will be for a period of 01 year further extendable upon the approval of BoG, MTI/HMC.</p>	30-45	By Initial Recruitment

38.	Cardiac Consultant Surgeon (fixed pay)	<p>a) MBBS or equivalent from recognized University or equivalent qualification recognized by PM&DC.</p> <p>b) FCPS Cardiac surgery/board certificate American diplomat in Cardiothoracic Surgery/ FRCS in Cardiothoracic Surgery.</p> <p>c) The services of selected candidate will be for a period of 01 year further extendable upon the approval of BoG, MTI/HMC</p>		By Initial Recruitment
39.	Specialist Anesthetist BPS-18	<p>a) MBBS or equivalent qualification recognized by PM&DC.</p> <p>b) First Preference: F.C.P.S or equivalent in respective subject, or other equivalent level III qualification in the specialties approved by the SRC & Recognized / Registered by the PM&DC.</p> <p>c) Second Preference: Diploma in Anesthesia with 02 Years Experience in a reputed Hospital.</p>	30-45	By Initial Recruitment

40.	Assistant Anesthetist BPS-17	<p>a) M.B.B.S or equivalent qualification recognized by PM&DC and</p> <p>b) Completion of house job certificate.</p> <p>c) Preference will be given to those candidates having post graduate qualification/experience in relevant field.</p>	30-45	By Initial Recruitment
41.	Optometrist (fixed Pay)	<p>a) BS Vision from recognized university.</p> <p>b) Experience in diabetic Retinopathy will be preferred.</p>	28-35	By Initial Recruitment
42.	Educator/Councilor BPS 17	<p>a) Master Degree from recognized university.</p> <p>b) Experience in diabetic Retinopathy counselor will be preferred.</p>	28-35	By Initial Recruitment
43.	Specialist Registrars- General A&E ICU Radiology (fixed pay)	<p>a) MBBS /BDS or equivalent qualification recognized by PM&DC and;</p> <p>b) CPS or equivalent in respective subject; or other equivalent level III qualification in the specialties approved by the SRC & Recognized / Registered by the PM&DC.</p>	30-45	By Initial Recruitment

		<p>c) For A&E candidates having FCPS degree in General Surgery, General Medicine, orthopedics, Neurosurgery or Emergency Medicine.</p> <p>d) or ICU, fellowship qualification in intensive care or anesthesia or diploma in anesthesia or intensive care.</p> <p>e) For Radiology DMRD / MCPS qualified if FCPS qualified are not available.</p> <p>f) The services of selected candidate will be for a period of 01 year further extendable upon the approval of the BoG, MTI/HMC for maximum 03 years once in career.</p>		
44.	Junior Registrar BPS-17	<p>a) MBBS /BDS or equivalent from recognized University or equivalent qualification recognized by PM&DC</p> <p>b) FCPS Part-II training completed</p>	25-35	By Initial Recruitment or transfer from health deptt for a period of three years.
45.	Trainee Registrar General Anesthesia Hematology Histopathology ICU Radiology (fixed pay)	<p>a) MBBS or equivalent Medical qualification fully recognized/registered by the PM&DC.</p> <p>b) FCPS Part-II training completed in relevant field</p> <p>c) For Anesthesia <u>1st Pref:</u> As mentioned in para b). <u>2nd Pref:</u> Candidates having completed course work of M.Phil/ <u>3rd Pref:</u> Candidates having DIP (Anesthesia) can be considered.</p>	25-35	By initial recruitment for a period of 03 years

		<p><i>4th Pref:</i> Candidates having experience as Medical Officer with at least two (02) years experience in Anesthesia Deptt of any tertiary care Teaching Hospital can be considered.</p> <p>d) <u>For-Hematology</u> candidates having completed course work of M.Phil (Hematology)/Dip can be considered.</p> <p>e) <u>For-Histopathology</u> candidates having completed course work of M.Phil (Histopathology) can be considered.</p> <p>f) <u>For ICU:</u> Same as mentioned in para c.</p> <p><u>g)For Radiology,</u> <i>1st Pref:</i>As mentioned in para b). <i>2nd Pref:</i> Candidates having completed MCPS Radiology Course completed can be considered. <i>3rd Pref:</i> Candidates having DMRD Radiology course completed can be considered. <i>4th Pref:</i> Candidates having experience as Medical Officer with at least two (02) years experience in Radiology Deptt of any tertiary care Teaching Hospital can be considered.</p> <p>h)The services of selected candidate will be for a period of 01 year further extendable upon the approval of the BoG,MTI/HMC for maximum 03 years once in career.</p>		
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46.	Medical Officer –ICU (BPS-17)	<p>a) MBBS or equivalent from recognized University or equivalent qualification recognized by PM&DC.</p> <p>b) Minimum of 1 Year experience is required in ICU/Pulmonology/Anesthesia.</p>		
47.	<p>Medical Officer / Dental Surgeon BPS 17</p>	<p>a) MBBS/BDS or equivalent from recognized University or equivalent qualification recognized by PM&DC.</p>	25-35	By Initial Recruitment
48.	Research Officer BPS-17	<p>a) MBBS/BDS or equivalent from recognized University or equivalent qualification recognized by PM&DC</p> <p>b) M.Sc Epidemiology / MPH (Two Years) registered with PM&DC</p> <p>c) 01year experience as Epidemiologist /Research Officer in any Govt registered organization.</p>	25-35	By Initial Recruitment for a period of three year which can be extended
49.	Blood Bank Officer BPS-17	<p>a) MBBS or equivalent from recognized University or equivalent qualification recognized by PM&DC</p> <p>b) MCPS or any other Diploma in Hematology or 03 years experience in a Blood Bank in any Govt registered Institution.</p>	25-35	By Initial Recruitment

PHYSIOTHERAPIST				
50	Chief Physiotherapist BPS 19			By promotion on the basis of seniority cum-fitness from amongst Senior Physiotherapist with at least 08 years of experience as such.
51.	Senior Physiotherapist BPS-18			By promotion on the basis of seniority cum-fitness from amongst Physiotherapist with at least 10 years of experience.
52.	Physiotherapist BPS-17	a) Doctor of Physiotherapy or equivalent qualification from a recognized university of HEC. b) 01 year experience in any Govt recognized institution.	25-35	By Initial Recruitment
PHARMACIST				
53.	Senior Pharmacist BPS-18			By promotion on the basis of seniority cum-fitness from amongst Pharmacist with at least 10 years experience.
54.	Pharmacist BPS-17	a) Doctor of Pharmacy or equivalent qualification from a recognized university of HEC. b) 01 year experience in any recognized institution.	25-35	By Initial Recruitment

NURSING STAFF				
55.	Nursing Superintendent BPS- 17	<p>a) BSc Nursing from recognized institution or post RN.</p> <p>b) MPH from recognized Institution.</p> <p>c) 07 years experience as nursing Superintendent / Nursing Supervisor of any Govt registered organization.</p>	30-40	<p>a) 50% by initial recruitment.</p> <p>b) 50% by promotion on the basis of seniority cum fitness among Head nurse having post RN or B.Sc with 03 Years Experience as a Head Nurse & 10 Years experience as an acting head nurse.</p>
56.	Tutor BPS-17	<p>a) Master in Nursing from recognized institute.</p> <p>b) Five years Teaching experience in registered Nursing College.</p>	30-40	By Initial Recruitment
57.	Head Nurse BPS-17	<p>a) Registered "A" Grade Nurse and;</p> <p>b) Registered Midwife or in the case of male Nurse, training and specialized post basic course B.Sc or Post RN.</p> <p>c) 12 years practical experience as a Staff Nurse in a recognized institute.</p>	25-40 For Initial Recruitment	<p>a) By promotion on the basis of seniority cum-fitness from amongst Charge Nurse/Male Nurse with at least 12 years experience.</p> <p>b) If no eligible candidate is available than should be field by initial recruitment.</p>
58.	Charge Nurse BPS-16	<p>a) Registered "A" Grade Nurse and Midwife course registered with Nursing counsel of Pakistan having 01 year experience as staff Nurse in any recognized Hospital.</p> <p>b) No experience is required for candidate having BSc Nursing or post RN.</p>	21-35	By Initial Recruitment
59.	Male Nurse BPS-16	B.Sc Nursing from recognized Institution.	21-35	By Initial Recruitment
60	Nursing Assistant (Fixed Pay)	<p>a) Diploma / Certificate in Nursing from Army Medical corps school & College or equivalent.</p> <p>b) Only Ex-Pakistan Army, Paramilitary Corps, Navy & Air Force personals can apply.</p>	25-45	By Initial Recruitment

MINISTERIAL STAFF				
61.	Deputy Director IT BPS-18	<p>a) M.Sc/MCS/BCS Honor from HEC recognized University/Institution</p> <p>b) M. Phil, in Computer Sciences. Preference will be given having International Data Base Course Certification.</p> <p>c) Three years experience as a network administrator /Programmer / IT Manager</p> <p>d) Depth knowledge of network topologies, protocols, tools and techniques, security features of different networking / security / products. Hand on experience regarding design/implementation of network security policies. Experience of Windows Platform/configuration management, troubleshooting of network devices (routers, switches, firewalls, IDS, IPS, load balancers, MCSE etc.</p>	35-45	<p>a) 50%by promotion on the basis of seniority cum-fitness amongst the Computer Programmer / IT Manager / Network Administrator at least 10 years experience and having M.Phil as such</p> <p>b) 50% by Initial recruitment if eligible candidate is not present.</p>

62.	Computer Programmer BPS-17	<p>a) 01st Class Master Degree in Computer Sciences / MSc/MCS /BCS Honor from recognized University /Institution of HEC.</p> <p>b) Preference will be given to the candidates having International Certification in Computer Programming.</p> <p>c) 03 years practical experience in any Govt/Semi Govt or Govt recognized organization.</p>	25-35	<p>50% By Initial Recruitment</p> <p>50% by promotion on seniority cum fitness basis from amongst Computer Operators having the requisite qualification and at least 12 Years Experience as Comp operator, at least 5 of which shall be as programming Department.</p>
63.	Network Administrator BPS-17	<p>a) M.Sc Computer Science / BCS (Hons) of 16 years equivalent qualification from recognized University.</p> <p>b) At least 03 year's practical experience in network administrator and server administration, windows directory setup, Linux and manageable switch on fiber Optic, wireless and firewall solution etc; from recognized sectors.</p> <p>c) Preference will be given to those having hand on experience of managing fiber optic network of more than 500 nodes.</p>	25-35	<p>50% By Initial Recruitment</p> <p>50% by promotion on seniority cum fitness basis from amongst Computer Operators having the requisite qualification and at least 12 Years Experience as Comp operator, at least 5 of which shall be as Computer Networking Department</p>

64.	Database Administrator BPS-17 / Fixed Pay	<p>a) MSc Computer Science / BCS (Hons) of 16 years equivalent qualification from recognized University.</p> <p>b) At least 05 years practical experience in Oracle DBA, disaster recovery on Sun, Linux based solution etc; from recognized sectors.</p> <p>c) Preference will be given to those having hand on experience in Health based Projects.</p>	25-45	50% By Initial Recruitment 50% by promotion on seniority cum fitness basis from amongst Computer Operators having the requisite qualification and at least 12 Years Experience as Comp operator, at least 5 of which shall be in database Department
65.	Administrative Officer BPS-17	<p>a) MBBS/ MPA / MBA Executive / Master Degree 1st Class.</p> <p>b) MPH in case of Master in other subjects from the above from recognized University.</p> <p>c) 05 years experience as Administrative Officer in any Govt / recognized / registered organizations.</p>	For Initial Recruitment 30-45	by Initial Recruitment
66.	Superintendent BPS-17	<p>For Initial Recruitment</p> <p>a) 02nd Class Master Degree with full Computer knowledge of office work.</p> <p>b) DIT from Board of Technical Education or its equivalent. No need of DIT for having Bachelor Degree in Computer Sciences and Allied.</p>	For Initial Recruitment 30-45	<p>a) 20% by Initial Recruitment</p> <p>b) 60 % by promotion on the basis of seniority cum-fitness amongst office Assistant/Budget Assistant /Chief/Senior Store Keeper BPS-16 having Master Degree, DIT from</p>

		<p>c) A Computer Typing speed 40 words Per Minute.</p> <p>d) 07 years experience as Assistant / Stenographer/ supervisor in any Govt or Govt registered organization.</p>		<p>recognized Board with at least 08 years experience as in BPS-16 Or a total of 20 Years Experience as a Clerk/senior clerk/assistant/store keeper in which 3 Years must be in BPS-16.</p> <p>C) 20% by promotion on seniority cum fitness from senior scale stenographer and computer operators with at least 12 year experience having requisite qualification (master plus DIT)</p> <p>NOTE. For the purpose of promotion there shall be a maintained a joint seniority list for assistant, store keepers etc- and separate joint seniority list for senior scale stenographers and computer operators.</p>
66.	Assistant BPS-16			<p>By promotion on the basis of seniority cum-fitness amongst Senior Clerk having Master Degree & DIT from recognized Board with atleast 05 years experience. Or 20 years experience as junior clerk + senior clerk having required qualification.</p>
67.	Stenographer BPS-16			<p>By Promotion on the basis of seniority cum fitness from among the holder of the post of steno typist (BPS14) having Master Degree, DIT and Shorthand certificate with at least 07Yrs experience.</p>

68.	Steno-typist BPS-14	<p>a) Bachelor Degree, DIT and Shorthand certificate with at least 02 Years of experience.</p> <p>b) Computer Typing speed 30 words Per Minute and 80 WPM in Shorthand.</p>	30-40	By initial recruitment
69.	SAS Accountant BPS-16	.		By promotion on the basis of seniority cum fitness among Accountant/ account Assistant BPS-14 having B.Com or BBA and having at least 07 years experience.
70.	Senior Clerk BPS-14			By promotion on the basis of seniority cum-fitness amongst Junior Clerks having bachelor degree with atleast 08 years experience.
71.	HR Supervisor (fixed Pay)	<p>a) Qualification: MBA-HRM /MPA-HRM or equivalent from a recognized University.</p> <p>b) Experience: 03 Years of Experience as an HR professional in a reputable Institution.</p> <p>c) Candidates having experience organization development will be given preference.</p>	28-35	By Initial Recruitment
72.	Maintenance supervisor (fixed pay)	<p>(a) Qualification: DAE Electrical equivalent from a recognized board.</p> <p>(b) Experience: 03 Years of Experience as an facility professional in a reputable Institution.</p>	28-35	By Initial Recruitment

73.	Account Assistant BPS-14	<p>a) B.Com / BBA Finance / MSc Economics from recognized University of HEC</p> <p>b) 07 years experience as Accountant in any Govt or Govt registered organization in case of B.Com.</p>	25-35	50% By initial recruitment or 50 % by promotion on the basis of seniority cum-fitness amongst accountant BPS 11 with at least 07 years experience
74.	Audit Assistant (Fixed Pay)	<p>a) M.B.A-Finance / M.Com / B.B.A(Hons.)-Finance/ B.Com. (Hons.) from a recognized university.</p> <p>b) 01 year relevant experience in audit firm or multinational or any corporate environment.</p>	25-35	By Initial Recruitment
75.	Computer Operator BPS-16	<p>a) Bachelor Degree in Computer Science & Information Technology.</p> <p>b) 02ndClass Bachelor Degree in Arts along with one year Diploma (DIT) in Computer from Board of Technical Education or its equivalent.</p>	21-35	By Initial Recruitment
76.	Hardware Engineer Fixed Pay	<p>a) M.Sc Electronics from recognized University or 16 years equivalent qualification</p> <p>b) At least 05 years practical experience in handling IT equipment, Servers, Computers, Printers, networking CCTV camera and related accessories troubleshooting etc,from recognized sectors.</p>	25-45	By Initial Recruitment

		c) Preference will be given to those having hand on experience in Health based Project.		
77.	Hardware Technician (Fixed Pay)	a) F.Sc with Diploma in Hardware or F.Sc (01stDivision) with DIT. b) 02 years of experience in Computer Hardware troubleshooting from a reputable Institution. c) Candidate having prior Healthcare Sector experience will be given preference.	Up to 30	By Initial Recruitment
78.	Network Technician (Fixed Pay)	a) F.Sc with Diploma in Hardware or F.Sc (01stDivision) with DIT. b) 02 years of experience in Computer Networking troubleshooting from a reputable Institution.	Up to 30	By Initial Recruitment
79.	Junior Clerk BPS-11	a) 01 st Class Intermediate School Certificate from recognized Board. b) DIT from Technical Board or its equivalents. c) A Computer Typing speed 30 words Per Minute.	20-35	By Initial Recruitment Note: 20 % quota will be filled by promotion from amongst the all regular Class-IV including drivers, supervisors, chowkidar, sweeper and receptionist etc having at least intermediate, DIT &a total of 10Yearsexperience in which 3 years as an official work.
80.	Senior Store Keeper BPS-11			By promotion on the basis of seniority cum fitness from among the Store keeper BPS-5/6 with least 07 years experience having Bachelors Degree from recognized Board or its equivalent.

81.	Accountant BPS-11	a) B.Com / BBA Finance from recognized University of HEC. Two years experience as Accountant in any Govt or Govt registered organization in case of B.Com.	22-30	50% By initial recruitment or 50 % by promotion on the basis of seniority cum-fitness amongst bill Clerk/almoner having with at least 07 years experience
82.	Bill Clerk BPS-09	a) B.Com from recognized University of HEC. b) 01year experience in any Govt or Govt registered organization.	21-35	50% By initial recruitment 50 % by promotion on the basis of seniority cum-fitness amongst accountant/ senior clerk cum accountant BPS-07 having with at least 12 years experience.
83.	Almoner BPS-09	a) B.Com / BBA Finance from recognized University of HEC. b) Two years experience as Almoner in any Govt or Govt registered organization in case of B.Com.	22-35	50% By initial recruitment 50 % by promotion on the basis of seniority cum-fitness amongst accountant/ senior clerk cum accountant having with at least 12 years experience
84.	Accountant BPS-07	B.Com from recognized Board.	21-35	By initial recruitment
85.	Senior Clerk cum Accountant BPS-07	B.Com from recognized Board.	21-35	By Initial Recruitment Note: 20 % quota will be filled by promotion from amongst the all regular Class-IV including drivers, supervisors, chowkidar, sweeper etc having at least D.Com, & 05 Years experience as an accounts official work.
86.	Record Keeper BPS-05	Secondary School 1 st Division Certificate Davison from recognized Board.	18-35	By Initial Recruitment
87.	Store Keeper BPS-05/06/11	a) Bachelor Degree from recognized Institution. b) Two years experience working as Record Keeper in any Govt registered organization.	20-35	By Initial Recruitment

88.	Store Keeper for Dentistry (Fixed Pay)	<p>a) Secondary School Certificate (Science) from recognized Board.</p> <p>b) Diploma in Dentistry from KPK Medical Faculty or its equivalents in relevant field.</p> <p>c) At least 10 years experience in Govt Hospitals as dental store keeper.</p>		By Initial Recruitment
89.	Receptionist (fixed pay)	<p>a) Intermediate Certificate from Recognized Board with 01 year Diploma in IT from Technical Board.</p> <p>b) 02 years of experience as Receptionist in any Govt or Govt registered organization.</p>	20-35	By Initial Recruitment
PARAMEDICAL STAFF				
90.	All Clinical Technologist BPS- 18			100% by promotion from amongst Chief Clinical Technician BPS-17 in relevant field on the basis of seniority cum-fitness with atleast 07 years experience having Master Degree in respective specialty.
91.	All Chief Clinical Technicians BPS-17			100% by promotion from amongst Clinical Technician BPS-16 in relevant field on seniority cum-fitness with atleast 05 years experience having Master Degree in the respective specialty.

92.	All Senior Clinical Technicians BPS-16		By promotion from amongst Clinical Technician BPS-14 in relevant field on seniority cum-fitness with at least 07 years experience having B.Sc qualification in respective technology Or 14 year experience in BPS 12 as clinical technician having B.Sc qualification where no grade 14 post is present in specialty.(if degree program of any Technology is not available in KP then diploma can be considered for promotion)
93.	Supervisor Internal Quality Control- Pathology (Fixed Pay)	<p>a) BS-MLT</p> <p>b) 10 Years Experience Required: 8 years post graduate experience With additional 2 years Managerial Experience.</p> <p>c) Having Good Knowledge about ISO, Specialty ISO15189-2012</p> <p>d) Experience in Internal Audit.</p>	By Initial Recruitment
94.	Senior Clinical Technicians BPS-14		By promotion from amongst Clinical Technician BPS-12 in relevant field on basis of seniority cum-fitness with atleast 07 years experience.

95.	<p align="center">Clinical Technicians(Anesthesia , Radiology, Surgical, OT, Pathology, Cardiology etc) BPS-12 / Fixed Pay</p>	<p>a) 2nd Class Secondary School Certificate from recognized Board.</p> <p>b) Diploma in Concern specialty from KPK Medical Faculty or its equivalents in relevant field.</p> <p>OR</p> <p>c) BS/B.Sc in the respective Field/Technology.</p>	20-30	By Initial Recruitment
96.	<p align="center">Microbiologist BPS-17</p>	<p>a) 1st Class M.Sc Microbiology from recognized University.</p> <p>b) Two years Experience as Microbiologist from recognized Govt recognized Hospitals.</p>	25-35	By Initial Recruitment for a period of three year which can be extended on mutual understanding between Head of Department, Administration.
97.	<p align="center">Orthoptist BPS-16</p>	<p>a) BS vision from recognized University / Institutions.</p> <p>b) 03 years experience as Orthoptist in Govt recognized Hospitals.</p>	25-35	By initial Recruitment

98.	Radiation Protection Officer (Fixed Pay)	<p>a) Qualification and Experience:</p> <ul style="list-style-type: none"> • First Preference B.Sc. in Radiology with 6 months relevant experience in a Govt. recognized/ reputable institution. • Second Preference: Diploma in Health/Radiology Technology with 1 Year of experience in a Govt. recognized/ reputable institution. <p>b) Candidates having Degree/ Diploma / Experience in Radiation Protection will be given preference.</p>	20-30	By Initial Recruitment
99.	Chief Clinical Technician Urodynamics BPS-16	<p>a) B.Sc in Urodynamics from recognized Institution /University OR B.Sc in Health/Surgical from recognized Institution/University.</p> <p>b) 05 years experience in Urodynamics in any Govt. Registered Organization.</p>	25-35 Years for initial recruitment	<p>a) 50 % by initial recruitment. b) 50% by Promotion from amongst Senior Clinical Technician BPS- 14 Urodynamics on the basis of seniority cum-fitness with at-least 07 years experience as such having B.Sc qualification mentioned for Initial recruitment.</p>
100.	Chief Clinical Technician Lithotripsy BPS-16			By Promotion from amongst Senior Clinical Technician BPS-14 Lithotripsy on the basis of seniority cum-fitness with at-least 07 years experience as such having B.Sc qualification mentioned for Initial recruitment.

101.	Senior Clinical Technician Lithotripsy BPS-14	<p>a) B.Sc in Lithotripsy from recognized Institution /University OR B.Sc in Radiology from recognized Institution/University.</p> <p>b) 03 years experience in Lithotripsy in any Govt. Registered Organization.</p>	25 – 35 Years For initial recruitment	<p>a) 50 % by initial recruitment.</p> <p>b) 50% by Promotion from amongst Clinical Technician BPS-12 Lithotripsy on the basis of seniority cum-fitness with at-least 07 years experience as such (Pre & Post) having B.Sc qualification mentioned for Initial recruitment. OR</p> <p>c) In case if not available then, 10 years relevant experience having diploma in Lithotripsy/ Radiology.</p>
102.	Clinical Technician Lithotripsy BPS-12	<p>a) 2nd Class Secondary School Certificate from recognized Board.</p> <p>b) Diploma in Lithotripsy from recognized Medical Faculty /Board. OR Diploma in Radiology Technology from recognized Medical Faculty /Board along with Two years experience in Lithotripsy in any Govt. Registered Organization</p>	20 – 30 Years	a) By Initial Recruitment

103.	Lithotripsy assistant BPS-09	<p>a) 2nd Class Secondary School Certificate from recognized Board.</p> <p>b) Diploma in Lithotripsy from recognized Medical Faculty /Board. OR Diploma in Radiology Technology from recognized Medical Faculty /Board along with Two years experience in Lithotripsy in any Govt. Registered Organization.</p>	20 – 30 Years	<p>a) 50 % by initial recruitment.</p> <p>b) 50 % by promotion from among class-IV having 12 years experience in Lithotripsy with secondary school certificate.</p>
104.	Senior Clinical Technician Urodynamics BPS-14	<p>a) B.Sc in Urodynamics from recognized Institution/University OR B.Sc in Health/Surgical from recognized Institution/University.</p> <p>b) 03 years experience in Urodynamics in any Govt. Registered Organization.</p>	25 – 35 Years For initial recruitment	<p>a) 50 % by initial recruitment.</p> <p>b) 50% by Promotion from amongst Clinical Technician BPS-12 Urodynamics on the basis of seniority cum-fitness with at-least 07years experience as such(Pre & Post) having B.Sc qualification mentioned for Initial recruitment. OR In case if not available then, 10 years relevant experience having diploma in Urodynamics/Health/ Surgical.</p>
105.	Clinical Technician Urodynamics BPS-12	<p>a) 2nd Class Secondary School Certificate from recognized Board.</p> <p>b) Diploma in Urodynamics from recognized Medical Faculty /Board. OR Diploma in Health /Surgical Technology from recognized Medical Faculty /Board with one year experience in Urodynamics in any Govt. Registered Organization.</p>	20 – 30 Years	By Initial Recruitment

106.	Phlebotomist (BPS-07)/ Fixed Term Contract	<p>a. Secondary School Certificate from a recognized board.</p> <p>b. 2 years diploma in phlebotomy/pathology from medical faculty</p>	20-35	c) 50 % by initial recruitment. 50 % by promotion from among class-IV having 12 years experience in Pathology Lab/Phlebotomy with secondary school certificate.
107.	Trainee Pharmacists (fixed Pay)	<p>a) Qualification: Pharm-D from a recognized university of HEC and Pharmacy council of Pakistan.</p> <p>b) Session: 2017-2018.</p> <p>c) Experience: None</p> <p>d) Other Conditions: Having completed their degrees in all respects with declaration of results.</p>	25-35	By Initial Recruitment
108.	Internal Audit Trainee (fixed pay)	<p>a) Qualification: MBA-Finance, M.Com, M.Sc. –Economics, BBA(Hons) –Finance,</p> <p>b) Session: 2013-2018.c) Experience: None</p> <p>Other Conditions: Having completed their degrees in all respects with declaration of results.</p>	25-35	By Initial Recruitment
MAINTENANCE STAFF				
109.	Electronics Engineer BPS-17	<p>a) BSc in Electronic from recognized University registered with PEC.</p> <p>b) 03 years experience as Electronics Engineer in any Govt or Govt recognized Hospital, Dealing in Hospital Equipments like CTscan, MRI, X-ray Microscopes, Dental Equipments, Ultrasound Machine etc.</p>	28-40	By Initial Recruitment

110.	Electrical Engineer BPS-17	<p>a) B.Sc in Electrical Engineering from recognized University with PEC.</p> <p>b) 03 years experience as Electrical Engineer in any Govt or Govt recognized Hospitals, Dealing in Hospital Equipments like CTscan, MRI, X-ray Microscopes, Dental Equipments, Ultrasound Machine, AC plant and Generator supply along with Electricity frame work etc.</p>	28-40	By Initial Recruitment
111.	MEP Engineer (fixed Pay)	<p>a) B.Sc. Mech. Engineering</p> <p>b) 2Years experience in VRF and HVAC.</p>	25-35	By Initial Recruitment
112.	Sanitation Officer / Chief Sanitary Inspector BPS-16	<p>a) 2nd Class Graduation from recognized University of HEC.</p> <p>b) Diploma / Certificate in Sanitary Inspector from recognized institution.</p> <p>c) 10 years experience as Sanitary Inspector / Waste management in any Govt or Govt recognized Hospitals.</p>	28-40 For initial Recruitment	<p>a) 50% by initial Recruitment.</p> <p>b) 50% by promotion on the basis on seniority cum-fitness amongst the sanitary Inspector BPS-09 having Bachelor degree in 2nd Class and with 10 years experience as such.</p>
113.	Laundry Manager BPS-14	<p>a) Associate Diploma in Mechanical /Electronics Engineering from recognized Board.</p> <p>b) 05 years experience as Laundry Manager / Sterilization Assistant in Govt / Semi Govt or Govt recognized Hospitals.</p>	25-35	By Initial Recruitment

114.	Sub Engineer Electrical BPS-11	<p>a) Associate Diploma in Electrical Engineering from recognized Board.</p> <p>b) 01 year experience as sub Engineer in any Govt/Semi Govt or Govt registered organization.</p> <p>c) No need of Experience having BSc Engineering.</p>	21-35	50% By Initial Recruitment or 50% by promotion amongst electrician with 10 year experience having associate diploma in electrical technology or 20 years experience having certificate in electrical technology
115.	Sub Engineer Civil BPS-11/ (fixed pay)	<p>a) Associate Diploma in Civil Engineering from recognized Board.</p> <p>b) 01 year experience as sub Engineer in any Govt/Semi Govt or Govt registered organization.</p> <p>c) No need of Experience having BSc Engineering.</p>	21-35	By Initial Recruitment
116.	Medical Gas / Mechanical Supervisor) BPS-11	<p>a) Associate Diploma in Mechanical Engineering from a recognized Board.</p> <p>b) 01 year experience as sub Engineer in any Govt/Semi Govt or Govt registered organization.</p> <p>c) No need of Experience having BSc Engineering.</p>	21-35	50% By Initial Recruitment or 50% By promotion amongst medical gas operator BPS-6 with 10 years experience and associate diploma in mechanical technology

117.	Telephone Supervisor BPS-11	<p>a) Associate Diploma in Electronic / Telecommunication / BSc Telecommunication / Electronics.</p> <p>b) Two years experience as Telephone Exchange in any Govt registered organizations.</p>	21-35	50% By Initial Recruitment or 50% By promotion from telephone technician BPS-9 with at least 05 years experience and associate diploma.
118.	Electro Medical Technician BPS-11	<p>a) Secondary School Certificate from recognized Board.</p> <p>b) Associate Diploma / BSc in Electronic from recognized Board / University.</p> <p>c) 03 year experience as Electro Medical Technician in Govt registered Hospitals.</p>	21-35	50 % By initial recruitment or 50% By promotion amongst electrician BP-5 with 10 years experience having associate diploma in electro medical technology or 20 years experience having certificate in electro medical technology.
119.	Biomedical Technician (Fixed Pay)	<p>a) Secondary School Certificate from recognized Board</p> <p>b) Diploma in respective subject from recognized Board.</p> <p>c) 02 years experience as Biomedical Technician in Govt registered Hospitals.</p>	21-35	By Initial Recruitment
120.	Electric Welder BPS-11 / (Fixed Pay)	<p>a) Secondary School Certificate from recognized Board.</p> <p>b) One year Diploma in Welding from recognized Board or institutions.</p> <p>c) Five years experience as Electrical Welder in any Govt registered organizations.</p>	22-35	By Initial Recruitment
121.	Carpenter (Fixed Pay)	<p>a) Preferably literate.</p> <p>b) 05 years experience as Carpenter with Govt. registered organization / Contractors.</p>	20-40	By Initial Recruitment
122.	AC Plant Supervisor BPS-11	<p>a) Associate Diploma in Electrical / Electronic from recognized Board.</p>	21-35	50% By Initial Recruitment or 50% By promotion amongst Mechanical Technician AC plant BPS-10 with

		b) Two years experience as Supervisor in AC plant in any Govt Registered organizations.		05 years experience along with associate diploma
123.	Boiler Sub Engineer BPS-11	a) Secondary School Certificate. b) Associate Diploma in relevant field. c) 03 years experience as Boiler Operator in Govt recognized Hospitals.	22-35	By Initial Recruitment
124.	Sub Station Supervisor BPS-11	a) Associate Diploma in Electrical Engineering from recognized. Board. b) 01 year experience as sub Engineer in any Govt/Semi Govt or Govt registered organization. c) No need of Experience having BSc Engineering.	20-35	50% By Initial Recruitment or 50% By promotion amongst maintenance supervisor BPS-9 with 07 years experience and associate diploma.
125.	Artist BPS-11	Secondary School Certificate from Recognized Board with Diploma in Fine Art from recognized Institutions.	20-35	By Initial Recruitment
126.	Photographer BPS-11	a) Intermediate Certificate from Recognized Board. b) Certificate in photography. c) Five year experience as Photographer in commercial and Govt sector.	22-35	By Initial Recruitment
127.	Mechanical Technician AC Plant BPS-10	a) Associate Diploma in Mechanical Engineering from a recognized Board. b) 01 year experience as sub Engineer in any Govt registered organization.	21-35	By Initial Recruitment

128.	Maintenance Supervisor BPS- 09	<p>a) Associate Diploma in Electrical Engineering / Electronics from recognized Board.</p> <p>b) 01 year experience as sub Engineer / Maintenance Supervisor in any Govt registered organization.</p>	21-35	50% By initial recruitment or 50% By promotion amongst substation operator BPS-7 with 07 years experience having associate diploma in electrical technology or 20 years experience having certificate in electrical technology
129.	AC Technician BPS-09 / Fixed Pay	<p>a) Secondary School Certificate from recognized Board.</p> <p>b) 01 year Certificate/Diploma in AC from recognized Board or institutions.</p> <p>c) Two years experience in any Govt registered organizations.</p>	20-35	By Initial Recruitment
130.	Telephone Technician BPS-09	<p>a) Secondary School Certificate from recognized Board.</p> <p>b) Diploma in telecommunication from recognized Board or institutions.</p> <p>c) Two years experience in Telephone exchange.</p>	20-35	By Initial Recruitment
131.	Sanitary Inspector BPS-09	<p>a) Secondary School Certificate from recognized Board.</p> <p>b) Diploma / Certificate in Sanitary Inspector from recognized institution.</p> <p>c) One year experience in any Govt /Govt recognized Hospitals.</p>	20-35	By Initial Recruitment
132.	Autoclave Operator BPS-08	<p>a) Secondary School Certificate from recognized Board.</p> <p>b) Diploma in sterilization/surgical from recognized Board or institutions.</p> <p>c) Two years experience in using multiple types of autoclave.</p>	20-35	By Initial Recruitment

133.	Telephone Operator BPS-07	<p>a) 1st Class Intermediate Certificate from recognized Board.</p> <p>b) Fluent in English and Urdu Preference will be given having experience in the relevant field.</p>	18-35	By Initial Recruitment
134.	Sub Station Operator BPS-07	<p>a) Associate Diploma in Electrical Engineering from recognized Board.</p> <p>b) 01 year experience as sub Engineer in any Govt registered organization.</p>	21-35	By Initial Recruitment
135.	CCTV Camera Operator BPS-07 / Fixed Pay	<p>a) SSC from a recognized institute.</p> <p>b) Minimum (03) years CCTV system maintenance & troubleshooting experience in any registered organization with sound knowledge of DVR's and camera.</p>	21-35	By Initial Recruitment
136.	Medical Gas Operator BPS-06 / Fixed Pay	<p>a) Secondary School Certificate from recognized Board.</p> <p>b) 01 Year Certificate/Diploma in the relevant field from a recognized institute.</p> <p>c) Two years experience working as Medical Gas Operator in any Govt registered Hospitals.</p>	20-35	By Initial Recruitment

137.	Plumber / Sanitary Fitter BPS-06 / Fixed Pay	<p>a) Secondary School Certificate from recognized Board.</p> <p>b) 01 Year Certificate/Diploma in the relevant field from a recognized institute.</p> <p>c) 05 years experience working as Sanitary Fitter / Plumber in any Govt registered organization.</p>	22-35	By Initial Recruitment
138.	ElectricianBPS-05 / Fixed Pay)	<p>a) Secondary School Certificate from recognized Board.</p> <p>b) 1 Year Certificate/Diploma in the relevant field from a recognized institute.</p> <p>c) 05 years experience working as Electrician in any Govt Registered organization.</p>	22-35	By Initial Recruitment
139.	Boiler Operator BPS-05	<p>a) Secondary School Certificate from recognized Board.</p> <p>b) 01 Year Certificate/Diploma in the relevant field from a recognized institute.</p> <p>c) Two years experience working as Boiler Operator in Govt registered Hospitals.</p>	20-35	By Initial Recruitment
140.	Machine Operator BPS-05	<p>a) Secondary School Certificate from recognized Board.</p> <p>b) 01Year Certificate/Diploma in the relevant field from a recognized institute.</p> <p>c) Two years experience working as Machine Operator in any Govt registered Hospitals.</p>	20-35	By Initial Recruitment

141.	Incinerator Operator BPS-05	<p>a) Secondary School Certificate from Recognized Board.</p> <p>b) Certificate in the relevant field.</p> <p>c) Two years experience as incinerator operator in any Govt registered Hospitals.</p>	20-35	By Initial Recruitment
142.	AC Plant Operator BPS-05	<p>a) Secondary School Certificate from Recognized Board and Diploma in the relevant field.</p> <p>b) Two years experience as AC plant Operator in any Govt registered organizations.</p>	20-35	
143.	HVAC Technician (Fixed Pay)	<p>a) DAE- Electrical from recognized board.</p> <p>b) 02 years experience in industrial setting.</p>	25-35	
144.	HVAC Operator (Fixed Pay)	<p>a) DAE-AC/Refrigeration or Mechanical from recognized board.</p> <p>b) 02 years experience as HVAC operator in any Govt registered Hospitals.</p>	25-35	
145.	Tailor BPS-05	<p>a) Secondary School Certificate from recognized Board.</p> <p>b) Having certificate in Tailoring from any Govt registered institutions.</p> <p>c) 05 years experience as Tailor.</p>	20-35	By Initial Recruitment
146.	Painter BPS-05	<p>a) Secondary School Certificate from Recognized Board with Diploma in Painting.</p> <p>b) Two years experience as Painter in any Govt registered organizations.</p>	18-35	By Initial Recruitment
147.	Mason BPS-05	<p>a) Preferably literate.</p> <p>b) 05 years experience as Mason with Govt registered Contractors.</p>	20-35	By Initial Recruitment

148.	Generator Operator BPS-03 / Fixed Pay	<p>a) Secondary School Certificate from recognized Board.</p> <p>b) Certificate/ Diploma in the relevant field.</p> <p>c) 02 years experience as Generator Operator in any Govt registered organizations.</p>	20-35	By Initial Recruitment
149.	Tube-Well Operator BPS-03 / Fixed Pay	<p>a) Secondary School Certificate.</p> <p>b) 01 year Certificate/Diploma in Electrical from a recognized institute.</p>	20-35	By Initial Recruitment
150.	Laundry Attendant (BPS-02)	Preferably Literate, preference will be given to experience persons.	18-30	By Initial Recruitment
151.	Plumber BPS-05	<p>a) Preferably Literate.</p> <p>b) 05years experience as Plumber with Govt registered Contractors</p>	18-40	By Initial Recruitment

CLASS-IV STAFF				
152.	Driver BPS-05	a) Secondary School Certificate from recognized Board. b) Having valid both HTV<V Driving License. c) 05 years experience as Driver.	22-40	a) 50 % by initial Recruitment b) 50% by promotion on the basis of seniority cum-fitness amongst driver in BPS-04
153.	Garden Supervisor BPS-05	a) Secondary School Certificate from recognized Board. b) 05 years experience as Mali in any Govt registered organization.	22-40	By Initial Recruitment
154.	Head Ward Orderly BPS-04			By promotion on the basis of seniority cum-fitness from amongst Ward Orderly / Naib Qasid, with at least 10 years experience as such
155.	Dai BPS-02	Midwifery certificate from any recognized / registered Health institution.	18-40	By Initial Recruitment
156.	Ward orderly BPS-02	Preferably literate	18-40	By Initial Recruitment
157.	Chowkidar BPS-02	Preferably literate	18-40	By Initial Recruitment
158.	Naib Qasid BPS-02	Preferably literate	18-40	By Initial Recruitment
159.	Trolley Man BPS-02	Preferably literate	18-40	By Initial Recruitment
160.	Laboratory Attendant BPS-02	Secondary School Certificate in science	18-40	By Initial Recruitment
161.	Head Cook BPS-02	a) Preferably literate b) 05 year experience as Cook in any Govt registered organization.	20-40	By Initial Recruitment
162.	Khadim for Masque BPS-01	Preferably literate	18-40	By Initial Recruitment

163.	Sweeper BPS-01/ Fixed Term Contract	a) Christian by religion. b) Preferably literate	18-40	By Initial Recruitment
164.	Bearer BPS-01	Preferably literate	18-40	By Initial Recruitment
165.	Cleaner BPS-01	Preferably literate	18-40	By Initial Recruitment
166.	Dishwasher BPS-01	Preferably literate	18-40	By Initial Recruitment
167.	Mali BPS-01	Preferably literate	18-40	By Initial Recruitment
168.	Maslchi BPS-01	Preferably literate	18-40	By Initial Recruitment
OTHER STAFF				
169.	Psychologist BPS-17	a) 1 st Class Master Degree or BS in Clinical Psychology from recognized University of HEC. b) One year experience in any recognized Health institutions.	25-40	By Initial Recruitment
170.	Dietitian BPS-17	a) M.Sc Home economics from recognized University of HEC. b) 01 years experience in any Govt recognized Hospitals.	25-40	By Initial Recruitment
171.	Nutritionist BPS-17	a) M.Sc in Human Nutritionist from recognized University of HEC. b) 01 years experience in any Govt recognized Hospitals.	25-40	By Initial Recruitment

172.	Pesh Imam BPS-09	Sanad in Dars-e-Nizami or a sanad of Fazil-i-Arabi or equivalent qualification from a recognized Darul-Uloom / Madrassa.	22-40	By Initial Recruitment
173.	House Keeper BPS-09 / Fixed Pay	a) BSc with one subject is Home Economics. b) 05 years experience as House Keeper in any Govt registered organizations.	25-40	50% By Initial Recruitment Or 50% by promotion amongst assistant house keeper BPS 6having 7 year experience.
174.	Assistant House Keeper BPS- 06	a) Intermediate School Certificate with one subject is Home Economics. b) 02 years experience as House keeper in any Govt registered organizations.	20-35	By Initial Recruitment
175.	Linen Matron BPS-09	a) 2 nd Class Secondary School Certificate in (Science) from recognized Board. b) Diploma in Dispenser / Health Technician / Pharmacy from KPK Medical Faculty or recognized Institution.	21-35	By Initial Recruitment

NOTE:-

1. Zonal and other Quota Allocation will be followed as per Govt of Khyber Pakhtunkhwa criteria.
2. Criteria for Age Relaxation will be followed same as the Govt of Khyber Pakhtunkhwa criteria.
3. **Any promotional post with an incumbent in waiting in a lower grade, having required qualifications but short of experience by one year or less will not be advertised for initial recruitment.**