



**MEDICAL & TEACHING INSTITUTION HAYATABAD MEDICAL COMPLEX /**  
**KGMC PESHAWAR AND ITS CONSTITUENTS**  
**VACANCIES ANNOUNCEMENT**

Applications are invited for the following posts / vacancies at Medical & Teaching Institution Hayatabad Medical Complex / KGMC Hayatabad Peshawar and its constituents. Candidates from all over Pakistan are eligible to apply for the below-mentioned positions, subject to the following conditions

S.No	Nomenclature of Post	No. of Posts	Gender	Qualification/Experience
01.	Director Supply Chain Management	01	Male/ Female	<b>Qualification:</b> Master Degree in Supply Chain Management, Business Administration, Public Administration.  <b>Preferred/Additional Weightage</b> MS /MBA with specialization in Supply Chain Management, international certification in supply chain management/Procurement/ Logistics.  <b>Minimum Experience:</b> <b>At least 10 years' experience</b> in Supply Chain / Procurement/ Material Management. <b>Preferably in:</b> Hospital / Health care (500+beds) Public sector.  <b>Senior Leadership Experience:</b> Minimum 05 years in Senior Managerial Role (Director/Head/Manager SCM) <b>Salary:</b> Rs 400,000/-to Rs 500,000- per month
02.	Chief Internal Auditor	01	Male/ Female	<b>Minimum Qualification:</b> CA/ACCA/ICMA/CIMA/MBA Finance  <b>Preferred /Additional Weightage:</b> Certified Internal Auditor (CIA) from institute of internal auditors (IIA-USA)  <b>Minimum Experience:</b> 07 years relevant experience with 03 years' experience in Internal Audit for CA/ACCA/ICMA/CIMA OR 10 years' experience with 04 years' experience in Internal Auditor for MBA Finance.  <b>Preferably in:</b> Hospital / Health Care Public Sector  <b>Senior Leadership Experience:</b> Minimum 04 years in Senior Management Role (Director/Head/Manager). <b>Salary:</b> Rs 400,000/- to Rs 500,000/- per month
03.	Manager Facilities (Contract)	01	Male/ Female	<b>Qualification:</b> a) Masters or Bachelor's degree in Management or Environmental Sciences or equivalent Degree from recognized university. b) 6 years of post-qualification experience in a Managerial / Administrative role in the service Industries related to facility management. c) Preference will be given to candidate with experience in Hospitality Industry or Hospital.



				Additional requirements are an ability to do strategic planning for the areas of Food and Beverages, Laundry, Housekeeping, Pest Control, Horticulture, Waste Management and Housing.
04.	Manager Quality Assurance (Contract)	01	Male/ Female	<b>Qualification &amp; Experience:</b> 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. b) MBBS with requisite experience may also be considered. c) Quality Assurance certification from reputed institute will be preferred.

#### **TERMS & CONDITIONS:**

1. Application Forms are available on HMC website i.e.; <http://www.hmckp.gov.pk/downloads.php> and will be submitted to the HR Department MTI-HMC, Peshawar along-with *Bank Draft / Payment Order of Rs.2000/-* in favor of Hospital Director-MTI-HMC or through direct deposit in Bank of Khyber, HMC Branch, Receipt Account, Branch Code 0185, A/C Number# PLS-00060-00-2.
2. Applications accompanied with complete bio-data and academic / experience / domicile certificates along with 02 recent photographs and CNIC photocopy duly attested must be submitted within (15 days) of the publication of this advertisement on the prescribed application form.
3. The applications duly completed with supported attested documents should reach personally or through registered couriers service on or before due date of closing. In case if the documents reach after due date by the courier even if the Bank draft/ payment is done within due date will not be entertained.
4. Only shortlisted candidates will be called for interview. Short listing will be done by their pre-interview marks.
5. The services of the incumbent will be governed, under the Khyber Pakhtunkhwa Medical & Teaching Institutions Reform Act 2015, relevant rules and regulations amended from time to time.
6. Application for the post by civil servant must be accompanied by NOC from the parent department failing which the candidate will be considered ineligible.
7. A civil servant, if selected has to submit evidence of accepted resignation from civil service within 90 days after arrival. Failure to comply will lead to termination from service ab-initio without any notice.
8. If the closing date fixed for the receipt of application form falls on an official holiday, the next working day shall be considered as the closing date.
9. An application after the closing time and date shall stand rejected.
10. Experience marks will be given to only those candidates who have experience in relevant subject / field related to Finance or Accounts.
11. Any candidate may be disqualified or excluded from interview if he/ she were
  - a. Convicted by the court of law.
  - b. Dismissed from public service.
  - c. Knowingly furnishes any false information.
  - d. Suppresses any information which may lead to his/ her disqualification.
  - e. Attempts to obtain support for his/ her (candidature by improper means).
  - f. Submits forged certificates.
  - g. Tempers with the entries in his/ her age and academic certificates.
  - h. Misbehaves in the interview.
12. Original documents should be produced at the time of interview.
13. The competent authority has the power to cancel the post as per requirement of MTI-HMC.
14. No TA/DA is allowed for Test / Interview.

MTI-HMC is equal opportunity employer.

**HOSPITAL DIRECTOR  
MEDICAL TEACHING INSTITUTION HAYATABAD MEDICAL COMPLEX,  
PESHAWAR**