



**OFFICE OF THE BOARD OF GOVERNORS**  
**MEDICAL TEACHING INSTITUTION HAYATABAD MEDICAL COMPLEX**  
**PESHAWAR**  
**VACANCY ANNOUNCEMENT**

Applications are invited for the following post / vacancy at Medical & Teaching Institution Hayatabad Medical Complex, Hayatabad Peshawar. The candidates must have domicile of Khyber Pakhtunkhwa / Merged districts with the following conditions.

S No	Name of Post	No of Posts	Gender	Qualification & Experience	Responsibilities
1.	Finance Director	01	M/F	<p>1. A Chartered Accountant (CA) with 05 years of post-qualification experience in a major private or public company/institution OR</p> <p>2. Candidate with ICMAP certification (Institute of Cost and Management Accountants of Pakistan) or a Master's degree in Finance/Accounts with 08 years of post-qualification experience in a major private or public company/institution.</p> <p><b>Note:</b> The services of the selected candidate will be for 03 years and shall be eligible for re-appointment.</p>	As per MTI Reform Act, 2015, relevant rules and regulations amended from time to time.

**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 office of the Secretary to Board of Governors (Room No.6, Administration Block, 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. Candidates who have already applied are not required to apply again
5. Only shortlisted candidates will be called for interview. Short listing will be done by their pre-interview marks.
6. 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.
7. Application for the post by civil servant must be accompanied by NOC from the parent department failing which the candidate will be considered ineligible.
8. 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.
9. 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.

10. An application after the closing time and date shall stand rejected.
11. Experience marks will be given to only those candidates who have experience in relevant subject / field related to Finance or Accounts.
12. 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.
13. Original documents should be produced at the time of interview.
14. The competent authority has the power to cancel the post as per requirement of MTI-HMC.
15. No TA/DA is allowed for Test / Interview.



MTI-HMC is equal opportunity employer.

**SAHIBZADA KAMRAN ULLAH  
SECRETARY BOARD OF GOVERNORS  
MEDICAL TEACHING INSTITUTION HAYATABAD MEDICAL COMPLEX,  
PESHAWAR**