



No.PRFTC/A/Est-AC/2022

CAREER OPPORTUNITY

Pakistan Railway Freight Transportation Company (PRFTC) (Pvt.) Ltd., a subsidiary of Ministry of Railway, intends to hire services of following on contract basis for a period of one (01) year (extendable subject to satisfactory performance) for execution, implementation and monitoring of its projects:

S.#	Title	No of Posts	Prescribed Eligibility, Educational Qualification and Experience criteria	Age Limit	Place
1	Company Secretary/ Chief Financial Officer (CFO)	1	(i) The candidate must be a professional accountant or having an experience of corporate/chartered secretary, OR (ii) A person holding a master degree in Business Administration or Human Resource Management or Commerce or and a Law graduate from a recognized university in first division or with CGPA-3. (iii) Having a minimum of five (05) years of post-qualification relevant work experience.	40 – 55 Years	Karachi
2	Freight Consultant – Business Planning & Strategy	3	(i) The candidate must be holding a master degree, preferably, in Business Administration from a reputed/ recognized university, responsible for the business planning & development activities including collaboration, with the private sector as well as other public sector entities. (ii) Having a minimum 15 years of post-qualification relevant work experience. (iii) Must be energetic, self-motivated and ability to work effectively to achieve the targets/goals with understanding/ experience of rail, road logistics. (iv) Organizations as well as individuals are eligible to apply on a Part Time or Monthly Retainer basis.	45 – 62 years	Karachi – 1 Lahore – 1 Rawalpindi – 1
3	Manager Accounts	1	(i) ACCA / Bachelors' / Master's degree from a reputed university with specialization in Accountancy / Finance. Professional working experience as Accounting Manager/ Finance Manager. (ii) Having a minimum of 5 – 8 years of post-qualification relevant work experience.	Upto 50 years and for retired upto 62 years	Karachi
4	Deputy Manager Audit	1	(i) CA / ACCA/ ACMA/BS Accounting and Finance should have excellent communication skills like performing operational and financial audits, developing recommendations based on audits reports. (ii) Having minimum 8 Years' experience in relevant field. OR (i) Retired Railway Officer of Audit Department having 15 years' experience.	Upto 50 years and for retired upto 62 years	Karachi

S.#	Title	No of Posts	Prescribed Eligibility, Educational Qualification and Experience criteria	Age Limit	Place
5	Audit Officer	1	(i) Bachelors from a reputed university with specialization in Accountancy / Finance having working experience as Accounting Manager/ Finance Manager. (ii) Having minimum 5 – 8 years of post-qualification relevant work experience. OR Retired Railway Officer of Audit Department having 15 years' experience.	Upto 50 years and for retired upto 62 years	Lahore
6	Assistant Manager/IT	1	(i) The candidate must possess Bachelor Degree in IT responsible for the installation, operation and maintenance of computer systems and other technologies such as communication systems, web design or internet security. (ii) Having minimum 5 Years' experience in relevant field.	28 – 45 years	Karachi
7	Assistant Manager/ Admin/HR	2	(i) The candidate must possess Bachelor Degree having computer skills. (ii) Minimum 5 – 8 years' experience in same capacity.	30 – 55 years	Karachi Lahore
8	Assistant Manager Marketing	3	(i) The candidate having degree in (Marketing, Communications, Advertising, Hospitality, Management, Public Relations (ii) A minimum of 5 – 8 years' experience in relevant field.	30 – 45 years	Karachi – 1 Lahore – 1 Rawalpindi – 1
9	Freight Officer	3	(i) The candidate must have Bachelor's degree in logistics, business management, engineering, or related fields. (ii) Having minimum 5 – 8 years' experience in relevant field	25 - 45 years	Karachi – 2 Lahore – 1
10	Office Assistant Cum Computer Operators	10	(i) The candidate must have FA degree with computer skills in MS Office. (ii) Having minimum 3 years' experience in relevant field	18 – 35 years	Karachi – 5 Lahore – 5
11.	Staff car Drivers	3	(i) The candidate must have qualification of Matric. (ii) The candidate must possess valid LTV license (iii) Having minimum 2 years' experience in any organization.	18 – 35 years	Karachi – 2 Lahore – 1
12	Daftry (Dak Dispatcher/ Diary Clerk)	2	(i) The candidate must have qualification of Middle. (ii) Having minimum 2 years' experience in any organization.	18 – 40 years	Karachi – 1 Lahore – 1
13	Qasid/Naib Qasid	10	(i) The candidate must have qualification of Middle. (ii) Having minimum 2 years' experience in any reputed organization.	18 – 35 years	Karachi – 5 Lahore – 5
14	Sweepers	4	Having minimum 2 years' experience in relevant field .	18 – 35 years	Karachi – 2 Lahore – 2

Note: (i) Salary package will be negotiated at the time of interview.
(ii) Vacancy(s) can be increased/decreased.

Submission of Applications:

1. Interested candidates may submit their application along with recent two (02) passport size photographs and academic degrees, to Chief Executive Officer, PRFTC Head Office, DS Office Building, Karachi **on or before 21st May, 2022 at 1400 hours. No application later than the informed date and time will be entertained.**
2. Application must be sent on prescribed format which is placed at Pakistan Railways' website www.pakrail.gov.pk. Incomplete application will be not be entertained.
3. Only short-listed candidates will be called for test / interview.
4. If the candidate has the requisite eligibility, qualifications and experience, he will be offered a salary package as per relevant PRFTC's Pay Scale as admissible under the Rules of the company.
5. No TA/DA will be allowed for test / interview.
6. The appointment shall be purely on contract basis for a period of one (01) year subject to successful completion of the prescribed probationary period of 3 months. The contract period will be inclusive of the probationary period and shall be extendable, subject to satisfactory performance. The appointee shall have no right to claim regularization against respective post(s).

MUHAMMAD IBRAHIM MEMON
Director Engineering/Secretary, PRFTC
for Chief Executive Officer/PRFTC
PRFTC Head Office, DS Office Building,
Pakistan Railways, I.I. Chundrigar Road, Karachi
Phone # 021-99332497-98

APPLICATION FORM
PAKISTAN RAILWAY FREIGHT TRANSPORTATION COMPANY

Name of Post _____

Name of Applicant: _____

Father's Name: _____

Date of Birth: _____

N.I.C. No. _____

Domicile: _____

Postal Address: _____

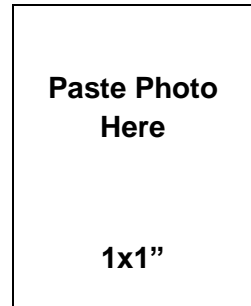
Permanent Address: _____

Phone No: _____ Mobile No: _____

Academic Qualification: _____

Professional Qualification: _____

Experience (Years): _____



Name of Organization	City	Rank / Post Held	From	To

Experience in Freight/Logistics/Cargo Segment: _____

Last/Most Recent Salary: _____

Date _____

Signature of Applicant