

**DEFENCE HOUSING AUTHORITY SPECIAL ECONOMIC ZONE**  
**MALIR INDUSTRIAL PARK (MIP)**  
**CAREER OPPORTUNITY**

DHA SEZ (Malir Industrial Park) invites applications for the following post: -

Ser	Name of Post	Qualification	Age (Years)	Experience/ Job Description
1.	Additional Director/ Superintendent Engineer (SE) Development (BPS-19)	<b>Essential:</b> BE (Civ) <b>Preferred:</b> MS (Structure/ Transportation) <b>Additional Desirable:</b> MS (Project Management) or PMP Certified	40-55	<ul style="list-style-type: none"> <li>• 15-20 years minimum experience in infrastructure development works</li> <li>• Civil candidates with requisite experience OR Retired Lieutenant Colonel from Pak Army Corps of Engineers</li> <li>• Candidates having experience of developing Industrial Parks will be given preference</li> </ul>
2.	Additional Director/ SE Planning & Works (BPS-19)	<b>Essential:</b> BE (Civ) <b>Preferred:</b> MS (Structure/ Transportation/ Construction Law) <b>Additional Desirable:</b> MS (Project Management), PMP Certified, Contract Management	40-55	<ul style="list-style-type: none"> <li>• 15-20 years minimum experience in planning, contracting and controlling development works</li> <li>• Civil candidates with requisite experience OR Retired Lieutenant Colonel from Pak Army Corps of Engineers</li> <li>• Candidates having experience of managing Industrial Parks/Urban Areas development and FIDIC based contracting will be given preference</li> </ul>
3.	Deputy Director/ Executive Engineer (Xen) Planning & Works (BPS-18)	<b>Essential:</b> BE (Civ) <b>Preferred:</b> MS (Structure/ Transportation/ Construction Law) <b>Additional Desirable:</b> MS (Project Management), PMP Certified or Contract Management	35-50	<ul style="list-style-type: none"> <li>• 10-15 years minimum experience in planning, contracting and controlling development works</li> <li>• Civil candidates with requisite experience OR Retired Major from Pak Army Corps of Engineers</li> <li>• Candidates having experience of managing Industrial Parks/Urban Area development and sound knowledge of PEC regulations, FIDIC &amp; PEPPRA Rules based contracting, will be given preference</li> </ul>
4.	Deputy Director Town Planning & Building Control (BPS-18)	<b>Essential:</b> BE (Town / Urban & Regional Planning)/ BE (Civil) <b>Preferred:</b> MS (Town / Urban & Regional Planning) <b>Additional Desirable:</b> MS (GIS) / Diploma (GIS)	35-50	<ul style="list-style-type: none"> <li>• 10-15 years minimum experience in City/ Urban and Regional Planning</li> <li>• Civil candidates with requisite experience and Qualification OR Retired Major from Pak Army Corps of Engineers with requisite expertise in GIS</li> <li>• Candidates having experience of Master Planning and developing Industrial Parks will be given preference</li> </ul>
5.	Deputy Director/ Xen Infra Development (BPS-18)	<b>Essential:</b> BE (Civ) <b>Preferred:</b> MS (Structure/ Transportation) <b>Additional Desirable:</b> MS (Project Management) or PMP Certified	35-50	<ul style="list-style-type: none"> <li>• 10-15 years minimum experience in infrastructure development works</li> <li>• Civil candidates with requisite experience OR Retired Major from Pak Army Corps of Engineers</li> <li>• Candidates having experience of developing Industrial Parks/Urban Areas will be given preference</li> </ul>

6.	Deputy Director/ Xen (Electrical)  (BPS-18)	<b>Essential:</b> BE (Electrical) <b>Preferred:</b> MS (Electrical)	35-50	<ul style="list-style-type: none"> <li>• 10-15 years minimum experience of planning, vetting of design, executing and controlling mega electrical infrastructure works</li> <li>• Candidates must have sound knowledge of latest software and NEPRA regulations</li> <li>• Candidates having served in any electrical distribution companies or having experience of EHT transmission network and grid station will be given preference</li> </ul>
7.	Assistant Executive Engineer(A/Xen) Works & Technical  (BPS-17)	<b>Essential:</b> BE (Civ) <b>Preferred:</b> MS (Project Management) or PMP Certified	30-35	<ul style="list-style-type: none"> <li>• 5-10 years minimum experience in planning, executing and controlling infrastructural development works</li> <li>• Candidates having experience of working on development of industrial parks/ mega infrastructural works will be given preference</li> </ul>
8.	A/ Xen (Infrastructure Development)  (BPS-17)	<b>Essential:</b> BE (Civ) <b>Preferred:</b> MS (Structure/Transportation) <b>Additional Desirable:</b> MS (Project Management) or PMP Certified	30-35	<ul style="list-style-type: none"> <li>• 5-10 years minimum experience in infrastructural development works</li> <li>• Candidates having experience of working on development of industrial parks/ mega infrastructural works will be given preference</li> </ul>
9	Senior Quantity Surveyor/ Quantity Surveyor  (BPS-14 - 15)	<b>Essential:</b> DAE (Civil) <b>Preferred:</b> B.Tech (Civil)	30-45	<ul style="list-style-type: none"> <li>• 10-15 years minimum experience of estimation, quantity surveying and rate analysis on mega infrastructural and building construction projects.</li> <li>• Must have excellent knowledge and grip on various Schedules of Rates, MES Regulations and PEC Guidelines</li> <li>• Must be proficient in MS Office and be able to draft reports and progress updates</li> </ul>
10	Chief Surveyor  (BPS-15 - 16)	<b>Essential:</b> DAE (Civil) <b>Preferred:</b> B.Tech <b>Desirable:</b> GIS specialization	35-45	<ul style="list-style-type: none"> <li>• 15-20 years minimum experience in field Surveying</li> <li>• Must have worked as a Chief Surveyor on at least 2-3 Mega Infrastructural Projects</li> <li>• Must have sound knowledge of latest gadgets/ survey equipment like DGPS and Drone Based Surveying</li> <li>• Must have adequate grip on surveying softwares</li> </ul>
11	Survey Helper  (BPS-5 - 6)	<b>Essential:</b> Matric plus Survey certification from recognize Institution <b>Preferable:</b> DAE (Civil)	20-25	<ul style="list-style-type: none"> <li>• 2-3 years minimum experience as Survey Helper</li> <li>• Able to use Level machine and have adequate knowledge of using Total Station</li> </ul>
12	Assistant Engineer/ Sub Divisional Officer (Civil)  (BPS-15 - 16)	<b>Essential:</b> DAE (Civil) <b>Preferred:</b> B.Tech (Civil)	35-50	<ul style="list-style-type: none"> <li>• 25-30 years minimum on site/ off site experience of civil works</li> <li>• Must have excellent knowledge and grip on various Schedules of Rates, MES Regulations, PEC Guidelines and PEPRA Regulations</li> <li>• Must be proficient in estimation and quantity surveying</li> <li>• Have very good knowledge of tendering and contracting</li> <li>• Must be proficient in MS Office and be able to draft reports and progress updates</li> </ul>

13	Assistant Engineer/ Sub Divisional Officer (Electrical)  (BPS-15 - 16)	<b>Essential:</b> DAE (Elec) <b>Preferred:</b> B.Tech (Elec)	35-50	<ul style="list-style-type: none"> <li>• 25-30 years minimum on site/ off site experience of Electrical /ICT works</li> <li>• Must have sound knowledge of various schedules of rates and procurement regulations</li> <li>• Must be proficient in estimation, quantity surveying, tendering and contracting</li> <li>• Must be proficient in MS Office and be able to draft reports and progress updates</li> </ul>
14	CAD Operator  (BPS-11 - 12)	<b>Essential:</b> DAE (Civil) with specialization in Auto CAD <b>Preferred:</b> 3-D Modeling certification/ GIS specialization	30-40	<ul style="list-style-type: none"> <li>• 10-15 years of minimum experience in 2D &amp; 3D Modeling.</li> <li>• Must be proficient in AutoCAD and other modelling Softwares</li> <li>• Must have excellent interpretation and able to construct Engineering (Architectural, Structural &amp; MEP) Drawings</li> </ul>
15	Office Superintendent  (BPS-14 - 16)	<b>Essential:</b> Intermediate <b>Preferred:</b> Bachelors of Arts/ Science	40-55	<ul style="list-style-type: none"> <li>• 15-20 years minimum experience of managing corporate office in any reputed organization</li> <li>• Must have served at least 5 years as office superintendent</li> <li>• Civil candidates with requisite experience OR retired Junior Commissioned Officer (Subedar Major/ Subedar Clerk) from Pak Army</li> <li>• Must be Proficient in MS Office</li> </ul>
16	Upper Division Clerk  (BPS- 7 - 9)	<b>Essential:</b> Matric <b>Preferred:</b> Intermediate	35-45	<ul style="list-style-type: none"> <li>• Must have work at least 5-10 years as Upper Division Clerk in any reputed organization</li> <li>• Civil candidates with requisite experience OR retired Non Commissioned Officer (Havildar/ Naik Clerk) from Pak Army</li> <li>• Must be Proficient in MS Office</li> </ul>
17	Lower Divisional Clerk  (BPS-5 - 6)	<b>Essential:</b> Matric <b>Preferred:</b> Intermediate	25-35	<ul style="list-style-type: none"> <li>• Must have work at least 5-10 years as Lower Division Clerk in any reputed organization</li> <li>• Civil candidates with requisite experience Or retired Lance Naik/ Sepoy from Pak Army</li> <li>• Must be Proficient in MS Office</li> </ul>
18	Personal Assistant  (BPS-8 - 9)	Intermediate	35-45	<ul style="list-style-type: none"> <li>• Must have work 3-5 years as Personal assistant in any reputed organization</li> <li>• Civil candidates with requisite experience Or retired Non Commissioned Officer (Havildar/ Naik Clerk) from Pak Army</li> <li>• Must be Proficient in MS Office</li> </ul>

**Note:-**

- Only shortlisted candidates meeting criteria will be called for interview/test. Desirous candidates may forward their CVs through email or by post till **29 December 2024** on fol address. Please also send hard copy with latest photographs (through courier only) and photocopies of all credentials (Degree/ Transcripts/Certificates/Experience letters, Domicile and PRC etc). Applications received after due date will not be entertained.
  - Candidates are cautioned not to entertain requests for personal information from sources other than following:-  
Postal Address: **Additional Director HR DHA SEZ Malir Industrial Park (MIP), 3<sup>rd</sup> Floor Development Directorate, Plot No 179, Abdul Sattar Edhi Ave Sec-D, DHA Phase – 8, Karachi, Telephone 021-99096918**
  - TA/DA is not admissible
  - DHA SEZ Malir Industrial Park believes in equal employment opportunities. Female candidates are encouraged to apply.
  - Age limits may be relaxed max upto 5 years depending upon the expertise and skill.
- Email Address:** [hr@pezdmc.org](mailto:hr@pezdmc.org)

