

GOVERNMENT OF PAKISTAN
MINISTRY OF RAILWAYS

Subject: **APPOINTMENT OF PROFESSIONALS IN MP-I, MP-II & MP-III IN PAKISTAN RAILWAYS, HEADQUARTERS OFFICE, LAHORE**

To effectively respond to the needs of its litigation and IT related challenges, Pakistan Railways is in the process of hiring of following Advisor/Professionals in MP Scales on contract basis: -

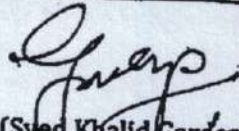
- i. Advisor (Policy & Litigation) (MP-I)
- ii. Director (I.T) (MP-II)
- iii. D.D (I.T) Infrastructure (MP-III)
- iv. D.D (I.T) Software Systems (MP-III)
- v. Project Manager (MP-III)
- vi. Software Developer (MP-III)

2. Hiring advertisement has been published in newspapers on 16-10-2021. Terms of References (TORs), Application Form and Shortlisting Criteria has also been uploaded on the Websites of Ministry of Railways www.railways.gov.pk and Pakistan Railways www.pakrail.gov.pk

3. Pakistan Railways is looking for Advisor/Professionals of the world class experience, with national/international experience in the relevant fields of specialty having proven track record par excellence, who will directly head the respective teams of Railway and market professionals, for devising solutions strategy and implementing the plans to achieve desired results.

4. Ministry of Foreign Affairs is requested to upload the attached advertisement, Terms of References (TORs) as well as application form on its website, as well as forward the same to the Pakistani Embassies abroad with the direction to give a vast publicity to this advertisement.

DA/As above


(Syed Khalid Gardezi)
Additional Secretary
Tele # (051) 9203835

Secretary, Ministry of Foreign Affairs, Government of Pakistan, Islamabad.
Ministry of Railways U.O. No. 2/6-Legal & IT/2021-A-II dated 22nd October, 2021.



GOVERNMENT OF PAKISTAN
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

Advertised in Newspapers

07/16-10-2021

JOB OPPORTUNITIES

TRANSFORMING RAILWAYS

Applications are invited from **SUITABLE, QUALIFIED AND EXPERIENCED PROFESSIONALS** to serve in Pakistan Railways on merit against the following posts:-

Sr. No.	Description of the Post	No. of posts	Required Educational Qualification & Experience	Age Limit
1)	Advisor (Policy & Litigation) (MP-I)	1 (one)	Foreign or Local LLM or Barrister-at-Law or Solicitor with at least ten (10) years' experience in legal and legislative matters in public or private sector.	Max=62
2)	Director (Information Technology) (MP-II)	1 (one)	Ph.D in Computer Science or Computer Engineering or Information Technology or Management Information Systems with 10 years-professional experience of working in a relevant field. OR Masters Degree in Computer Sciences or MBA I.T or MBA CIS/MIS with 14 years experience of working in a relevant field.	Max=62
3)	Deputy Director I.T. Infrastructure (MP-III)	1 (one)	Ph.D in relevant subject(s) i.e. Computer Science, Computer engineering, CIS/MIS with 06 years professional experience in the IT field. OR Masters in the relevant subject(s) i.e. computer Science, Computer engineering, MBA CIS/MIS/IT etc. with 10 years-experience in the relevant field.	Max=62
4)	Deputy Director I.T. Software Systems (MP-III)	1 (one)	Ph.D in relevant subject(s) i.e. Computer Science or Computer engineering or MIS with 06 years professional experience in the relevant field. OR Masters in the relevant subject(s) i.e. Computer Science, Computer Engineering or MBA MIS/CIS/IT etc. with 10 years-experience in IT field.	Max=62

Sr. No.	Description of the Post	No. of posts	Required Educational Qualification & Experience	Age Limit
5)	Project Manager (MP-III)	1 (one)	Ph.D in relevant subject(s) i.e. Program management, Project management, or other relevant subject with 06 years of professional experience in the field of Program Management. OR Masters in the relevant subject(s) i.e. Project Management / Program management or MBA with a major in CIS/MIS/Project Management with 10 years-experience in the program/ project management field.	Max=62
6)	Software Developer (MP-III)	1 (one)	Ph.D in relevant subject(s) i.e. Computer Science or computer engineering or Data Sciences with 06 years of professional experience in the field of software development & hands on programming. OR Masters in the relevant subject(s) i.e. Computer Science or Computer engineering or Information Technology or MBA CIS/IT/ MIS with 10 years of experience in software development and programming field.	Max=62

- Recruitment will be made as Updated MP Scales Policy, 2021 issued by the Establishment Division, Government of Pakistan vide their O.M. No. 1/3/2020-E-6/E-8 dated 24-05-2021.
- The appointment will be on contract basis initially for a period of three (03) years further extendable for a maximum period of two (02) years on annual (yearly) basis subject to satisfactory performance.
- TORs, Job Descriptions etc, Educational Qualification with requisite experience in number of years etc., tenure of appointment, Pay Packages and short-listing criteria can be seen on our websites i.e. www.pakrail.gov.pk and www.railways.gov.pk
- Applications on prescribed format (available on our websites) alongwith complete CV, passport size photograph should reach at the address given below, during working hours within fifteen (15) days of publication of this advertisement through courier or e-mail on dda2mor@gmail.com (soft copy on prescribed format). Incomplete applications will not be considered.
- Place of posting of above posts will be at Pakistan Railways, HQs Office, Lahore, however on requirement authority may post officer anywhere in Pakistan.
- Ministry of Railways reserves the right to cancel the recruitment process at any stage.
- Only short-listed candidates shall be called for interview.

Director Establishment
 Room No. 339, Ministry of Railways,
 3rd Floor, Block-D, Pak-Secretariat,
 Islamabad.
 PH: 051-9203068

TORs OF THE POST OF ADVISOR (POLICY & LITIGATION) (MP-I)

Advisor (Policy & Litigation) (MP-I) (One post)		
1.	Eligibility Criteria (Required Educational Qualification and Experience)	Foreign or Local LLM or Barrister-at-Law or Solicitor with at least ten (10) years' experience in legal and legislative matters in public or private sector.
2.	Age Limit:	Maximum = 62 years.
3.	Job Description	▪ Formulate policy and provide strategic support in the management of legal affairs of Pakistan Railways. ▪ Partner with best available legal resources in the country to resolve legal disputes efficiently and effectively. ▪ Responsible for providing value added legal support by ensuring uniformity of policy through an oversight and monitoring role in implementation of consistent and standardized strategies in litigation matters. ▪ To give input and guide on legal and regulatory matters, mitigate risk to Pakistan Railways brand and reputation. ▪ Review all policies strategies, laws and procedures in order to bring about legal and policy reforms. ▪ To create a support legal team to carry out to perform duties in a satisfactory manners.
4.	Skills/Knowledge	▪ Candidate having good knowledge of working of superior courts and legal system in the country will be preferred. ▪ Ability to optimize legal efficiency and effectiveness to best serve the business. ▪ Skills in contract negotiations. ▪ Ability to align legal and commercial strategies to enable value creation. ▪ Experience of drafting, updating, and vetting legal documents and contracts. ▪ Thorough understanding of the law of land including but not limited to Acts, Ordinances, Statutes enactments and regulations issued from time to time. ▪ Understanding of government functioning.

		▪ Strong interpersonal, leadership and teambuilding capabilities. ▪ Thorough knowledge of stakeholder management. ▪ Ability to provide capacity building support at different levels. ▪ Ability to analyze facts in clear & logical manner.
5.	Goals/Deliverables	1. Strategic role ▪ Evaluate laws to ensure that Ministry of Railways is kept fully abreast to the challenges and impact of the current and prevalent laws through regular monitoring. ▪ Prepare legal policy with implementable strategy and realistic action plan having specific targets and key performance indicators (KPIs). ▪ Plan and lead the implementation of legal affairs policy/strategy by proactively engaging with all stakeholders within and outside Railways. 2. Advisory role ▪ Provide interpretation and rendering advice on all legal issues, local and international contracts, agreement(s), claims etc. ▪ Furnish Legal opinions on matters pertaining to interpretation of statutes and agreements in addition to giving a carefully prepared SWOT analysis on various legal issues. ▪ Provide legal advice to the Ministry of Railways and Pakistan Railways on legal implications of various operations and decisions. ▪ Entrust court cases to empaneled Railways counsel on the basis of capability and past performance. ▪ Report to Chief Executive Officer/Senior General Manager on legal matter and to Ministry of Railways, on need basis. 3. Building Strategic Alliance ▪ Liaise with the Divisional Superintendents, Principal Officers and other government departments related to legal matters of Pakistan Railways. ▪ Maintain collaborative relationship with best legal resources in country and other stakeholders.

		4. Supervisory role ▪ Represent and contest Pakistan Railways cases in the courts of law. ▪ Monitor the law-related and research-based value addition to petitions, complaints, written statements, counter statements, depositions, evidentiary proceedings, legal notices & replies thereof. ▪ Drafting, updating and vetting of Railways related legislations, manuals, codes, rules, contract(s)/ agreement(s) etc. represent Railways in negotiations with potential private sector partners.
6.	Pay and Benefits (Management Position-I Scale)	
a.	Scale of Pay	Rs. 433,950-33,000-532,950.
b.	Accommodation	Up to a rental ceiling of Rs. 101,000/- per month.
c.	Utilities	Rs. 19,650/- per month.
d.	Transport	As per monetization of transport facilities policy MP-I Rs. 95,910/- per month.
e.	TA/DA on domestic official tour	As admissible to civil servants of the highest grade.
f.	TA/DA on official tour abroad	As admissible to civil servants in Cat-I.
g.	Medical Facility	Reimbursement of medical and hospitalization charges for self, spouse and children for treatment received at Government or Government recognized Institutions in Pakistan.
h.	Leave	The incumbent shall earn leave on full pay @ 3 days per month on annual basis and the leaves earned shall be availed during the currency of the year. Title of Leave will neither be carried over to the next year in case of non-availing nor will it be encashed.
i.	Gratuity	One month's basic pay for each completed year of service.
7.	Contract Period:	
i)	Tenure of contract	Initially for a period of three (03) years further extendable for a maximum period of two (02) years on annual (yearly) basis subject to satisfactory performance.
ii)	Termination of Contract	On completion of tenure or one month's notice from either side. In case of notice by the Ministry, it shall be after approval of the appointing authority, In case of proceedings under para-6 (viii & ix) of the MP Position Scales Policy, 2020 dated 22-06-2020, the condition of one month's notice shall not be required.
8.	Discipline	As applicable in case of contract employees.

TERMS OF REFERENCE (TORS) OF THE POST OF DIRECTOR (I.T) (MP-II)

DIRECTOR, IT (MP-II SCALE) ONE POST		
1.	Eligibility Criteria (Educational Qualification & Experience):	Ph.D in Computer Science or Computer Engineering or Information Technology or Management Information Systems with 10 years-professional experience of working in a relevant field. OR Masters Degree in Computer Sciences or MBA I.T or MBA CIS/MIS with 14 years experience of working in a relevant field.
2.	Age Limit:	Maximum = 62 years
3.	Skills & Knowledge:	• For Ph.Ds at least 07 years experience of designing and implementing large I.T related physical and institutional infrastructure will be preferred. • For Masters at least 07 years of end to end architecture and deployment experience will be preferred. • Solid understanding of Enterprise Architecture and IT/Business strategy • Experienced in infrastructure and security including cloud-based solutions and security frameworks will be preferred. • Skilled communicator who can explain and present concepts to technical and non-technical audiences, including peer client members and decision makers. • Knowledgeable in Microsoft Systems Architecture and Cisco networking architecture.

		• Excellent ability to conceptualize long-term business goals and develop orderly processes to accomplish those goals. • Excellent managerial skills.
4.	Job Description:	• Collaborate with business units on long range infrastructure & technology strategy by molding and maximizing existing technology investment and researching new technology • Provide the leadership and expertise to manage and run large projects • Advocate technical architecture and build consensus for the adoption of new technologies across multiple functional teams. • Managing and supervise the working of the IT personnel/staff of Pakistan Railways. • Responsible for the entire operations of the physical and institutional infrastructure of IT in Pakistan Railways. • Be responsible for smooth functioning of passenger ticketing and reservation, wagon and rolling stock tracking and control, inventory of stores, scrap and spares, e-procurement and monitoring of fuel and lubricants and electricity consumption. • I.T Based inputs in following jobs of Pakistan Railways: • Maintenance management of locomotives, coaches, tracks etc; • Assets management;

		• Resource planning and manufacturing in PR Workshops; • Geographic inventory of management of infrastructure of whole network; • Assisting CEO/ Advisor IT in strategic planning
	Goals & Deliverables	• Develop, execute and maintain a digital transformation policy for the future and ensure the IT roadmap strategy stays up to date and efficient • Ensure smooth operations of current Software implemented in MoR • Oversee the progress of new ICT projects and ensure completion on time • Ensure that all components of strategy, team, and projects in Software as well as infrastructure run efficiently • Develop KPI's for the broader IT team and conduct regular performance reviews
Salary and Perks (Management Position-II Scale)		
a.	Scale of Pay	Rs. 181500-27225-290400
b.	Accommodation (House Rent)	Up to a rental ceiling of Rs. 66,000/- per month
c.	Utilities Bills (5% of Pay)	Rs. 8,250/- per month.
d.	Transport	As per monetization of transport facilities policy MP-II Rs. 77430/- per month
e.	TA/DA on domestic official tour	As admissible to the civil servants of the BPS-21.
f.	TA/DA on official duty abroad	As admissible to civil servants in Category-II.
g.	Medical Facility	Reimbursement of medical and hospitalization charges for self, spouse and children for treatment received at Government or Government recognized Institution in Pakistan.
h.	Leave	The incumbent shall earn leave on full pay @ 3 days per month on annual basis and the leaves earned shall be availed during the currency of the year. Title

		of Leave will neither be carried over to the next year in case of non-availing nor will it be encashed.
i.	Gratuity	One month's basic pay for each completed year of service.
5.	Contract Period:	
i)	Tenure of contract	Three (03) years further extendable for a maximum period of two (02) years on annual (yearly) basis subject to satisfactory performance.
ii)	Termination of Contract	On completion of tenure or one month's notice from either side. In case of proceedings under para 6 (VIII&IX) of MP Scale Policy 2020, the condition of one month's notice shall not be required.
6.	Discipline	As applicable in case of contract employees.

TORS OF THE POST OF DEPUTY DIRECTOR I.T INFRASTRUCTURE (MP-III SCALE) (ONE POST)

Deputy Director I.T Infrastructure (MP-III Scale) (One post)		
1.	Eligibility Criteria (Educational Qualification & Experience):	Ph.D in relevant subject(s) i.e. Computer Science, Computer engineering, CIS/MIS with 06 years professional experience in the IT field. OR Masters in the relevant subject(s) i.e. computer Science, Computer engineering, MBA CIS/MIS/IT etc. with 10 years-experience in the relevant field.
2.	Age Limit:	Maximum = 62 years
3.	Skills & Knowledge:	• Should also have experience in network monitoring and metrics • Knowledge of cloud architecture and implementation features (OS, multi-tenancy, virtualization, orchestration, elastic scalability, operational resiliency) • Working Knowledge of Routers, switches and firewalls • Should also have experience with system integration and change management • Demonstrated ability of establishing and maintaining metrics-based process improvement • Strong Interpersonal skills and ability to work in a fast-paced environment
4	Job Description:	• Lead delivery of Cloud & on-prem infrastructure strategies aligned with business objectives with a focus on deployment into the Cloud involving design, implementation and Infrastructure automation. • Define, measure, and meet key Service Level Objectives including availability, performance, incidents and other areas that need focus. • Help define IT Infrastructure strategy, architecture, and processes. • Analyze business requirements by partnering with key stakeholders across the organization to develop solutions for IT needs. • Serve as an expert for IaaS end-to-end architecture and automation, including on premise and cloud deployments • Conduct 3rd party solution assessments and provide input throughout procurement process • Oversee network builds from procurement to "In Service"
5	Goals & Deliverables:	• Ensuring strong monitoring system/process is in place for IT infrastructure • Provide a Robust and Secure IT Infrastructure that supports On-Demand Access to Information • Protection of information systems and IT assets against increasing cyber threats and vulnerabilities

(Continued.... on P-2)

TORs OF THE POST OF DEPUTY DIRECTOR I.T SOFTWARE SYSTEMS (MP-III SCALE)

Deputy Director I.T Software Systems (MP-III Scale) (One post)		
1.	Eligibility Criteria (Educational Qualification & Experience):	Ph.D in relevant subject(s) i.e. Computer Science or Computer engineering or MIS with 06 years professional experience in the relevant field. OR Masters in the relevant subject(s) i.e. Computer Science, Computer Engineering or MBA MIS/CIS/IT etc. with 10 years-experience in IT field.
2.	Age limit:	Maximum = 62 years
3.	Skills/knowledge:	• Should also have experience in IT management and Information Systems, Planning, developing and management Solutions, Integration of Information Technologies, Implementation and operations information systems.
4.	Job Description:	• Drive implementations and systems changes, with the help of internal IT staff and external consultants, as necessary. Organize and manage projects and the required resources from start to finish. • Create service framework that supports all client application models (mobile, native mobile, SaaS, etc) • Develop prototypes and proof of concepts for new ideas, partners, or technologies • Work closely with the Advisor IT and Director IT to continually develop the strategy and trajectory of the IT department and the IT systems that support Pakistan Railways • Work closely with the Advisor IT and Director IT to execute software implementations and projects in support of the broader maturity and scaling of the IT department and its supporting systems. • Stay on top of industry trends and new technologies as applicable and relevant to the business • Identifies and leads improvements and optimizations, and sets the standard for maintenance activities • Mentor and provide an escalation path for junior support staff
5	Goals/Deliverables:	• Timely execution of all software implementations (inhouse development or outsourced arrangements) • Identifying new IT interventions in support of business goals • Increase the organization wide usage & adoption of IT based systems/intervention in Pakistan railways

(Continued.....on P-2)

6.	Salary and Perks (Management Position-III Scale)	
a.	Scale of Pay	Rs. 127,050 - 18,150 - 181,500
b.	Accommodation (House Rent)	Up to a rental ceiling of Rs. 33000/- per month
c.	Utilities Bills (5% of Pay)	Rs. 5775/- per month.
d.	Transport	As per monetization of transport facilities policy MP-III Rs. 65,060/- per month
e.	TA/DA on domestic official tour	As admissible to the civil servants of the BPS-20.
f.	TA/DA on official duty abroad	As admissible to civil servants in Category-II.
g.	Medical Facility	Reimbursement of medical and hospitalization charges for self, spouse and children for treatment received at Government or Government recognized Institution in Pakistan.
h.	Leave	The incumbent shall earn leave on full pay @ 3 days per month on annual basis and the leaves earned shall be availed during the currency of the year. Title of Leave will neither be carried over to the next year in case of non-availing nor will it be encashed.
i.	Gratuity	One month's basic pay for each completed year of service
7.	Contract Period:	
i)	Tenure of contract	Three (03) years further extendable for a maximum period of two (02) years on annual (yearly) basis subject to satisfactory performance.
ii)	Termination of Contract	On completion of tenure or one month's notice from either side. In case of notice by the Ministry, it shall be after approval of the appointing authority. In case of proceedings under para-6 (viii & ix) of the MP Position Scales Policy, 2020, the condition of one month's notice shall not be required.
8.	Discipline	As applicable in case of contract employees.

TORs OF THE POST OF PROJECT MANAGER (MP-III)

Project Manager (MP-III) (One post)		
1.	Eligibility Criteria (Educational Qualification & Experience):	Ph.D in relevant subject(s) i.e. Program management, Project management, or other relevant subject with 06 years of professional experience in the field of Program Management. OR Masters in the relevant subject(s) i.e. Project Management/Program management or MBA with a major in CIS/MIS/Project Management with 10 years-experience in the program/project management field.
2.	Age limit:	• Maximum Age = 62 years
3.	Skills & Knowledge:	• Expert in scope identification; designing, developing, deploying and supporting enterprise scale applications. • Must have strong leadership skills, powerful communications, presentation and soft skills. • Applicants with PMP certification and Government Experience will be preferred.
4.	Job Description:	• Identify the objectives and functions of the project • Provide overall, day-to-day management of a specific task order or group of task orders including management of business process team members, managing scope of work, work assignments and resources across the multiple projects supporting the business units of Pakistan railways • Manage each stage of the project from discovery/planning to launch/completion. • Identify project scope and ensure stakeholder approval. • Manage time estimates, resources and priorities. • Identify change orders / scope creep and rework estimate keeping stakeholders informed. • Host project meetings including; Kick-offs, weekly staff meetings, milestone reviews, retrospectives etc. • Provide accurate and on-time reporting to senior IT leadership, project teams and stakeholders. • Identify potential roadblocks and provide solutions. • Document workflows and processes and keep them up to date. • Identify ways to increase efficiency of the team • Set project timelines. • Monitor project deliverables. • Assist IT Senior leadership in defining IT goals and strategic plans

(Continued.... on P-2)

6.	Salary and Perks (Management Position-III Scale)	
a.	Scale of Pay	Rs. 127,050 - 18,150 - 181,500
b.	Accommodation (House Rent)	Up to a rental ceiling of Rs. 33000/- per month
c.	Utilities Bills (5% of Pay)	Rs. 5775/- per month.
d.	Transport	As per monetization of transport facilities policy MP-III Rs. 65,060/- per month
e.	TA/DA on domestic official tour	As admissible to the civil servants of the BPS-20.
f.	TA/DA on official duty abroad	As admissible to civil servants in Category-II.
g.	Medical Facility	Reimbursement of medical and hospitalization charges for self, spouse and children for treatment received at Government or Government recognized Institution in Pakistan.
h.	Leave	The incumbent shall earn leave on full pay @ 3 days per month on annual basis and the leaves earned shall be availed during the currency of the year. Title of Leave will neither be carried over to the next year in case of non-availing nor will it be encashed.
i.	Gratuity	One month's basic pay for each completed year of service
7.	Contract Period:	
i)	Tenure of contract	Three (03) years further extendable for a maximum period of two (02) years on annual (yearly) basis subject to satisfactory performance.
ii)	Termination of Contract	On completion of tenure or one month's notice from either side. In case of notice by the Ministry, it shall be after approval of the appointing authority. In case of proceedings under para-6 (viii & ix) of the MP Position Scales Policy, 2020, the condition of one month's notice shall not be required.
8.	Discipline	As applicable in case of contract employees.

6.	Salary and Perks (Management Position-III Scale)	
a.	Scale of Pay	Rs. 127,050 - 18,150 - 181,500
b.	Accommodation (House Rent)	Up to a rental ceiling of Rs. 33000/- per month
c.	Utilities Bills (5% of Pay)	Rs. 5775/- per month.
d.	Transport	As per monetization of transport facilities policy MP-III Rs. 65,060/- per month
e.	TA/DA on domestic official tour	As admissible to the civil servants of the BPS-20.
f.	TA/DA on official duty abroad	As admissible to civil servants in Category-II.
g.	Medical Facility	Reimbursement of medical and hospitalization charges for self, spouse and children for treatment received at Government or Government recognized Institution in Pakistan.
h.	Leave	The incumbent shall earn leave on full pay @ 3 days per month on annual basis and the leaves earned shall be availed during the currency of the year. Title of Leave will neither be carried over to the next year in case of non-availing nor will it be encashed.
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8.	Discipline	As applicable in case of contract employees.