



**JOB ADVERTISEMENT**  
**KHYBER PAKHTUNKHWA INFORMATION TECHNOLOGY BOARD**  
**GOVERNMENT OF KHYBER PAKHTUNKHWA**

Khyber Pakhtunkhwa Information Technology Board (KPITB), a public sector autonomous organization entrusted with the task of accelerating growth in the ICT and ICT enabled services sector, invites applications from suitable candidates for the following positions:

A) Regular Positions and B) Project based positions on purely fixed pay and contractual basis.

<b>A. Regular Positions:</b>	
1.	<b>Post: Assistant Director Digital Platforms-1, 01 position, Location: Peshawar</b>
	<b>Eligibility Criteria:</b> Degree in Computer Science /Information Technology/Software Engineering/ Telecommunication Engineering/ Electrical Engineering (Communication) or any other relevant field (at least 16 years of education). At least 05 years of relevant post-qualification experience in public or private sector organization. <b>Upper Age Limit:</b> 40 years
2.	<b>Post: Assistant Director Digital Platforms-2, 01 position, Location: Peshawar</b>
	<b>Eligibility Criteria:</b> Degree in Computer Science /Information Technology/Software Engineering/ Telecommunication Engineering/ Electrical Engineering (Communication) or any other related field (at least 16 years of education). At least 05 years of relevant post-qualification experience in public or private sector organization. <b>Upper Age Limit:</b> 40 years
3.	<b>Post: Assistant Director Internal Audit, 01 position, Location: Peshawar</b>
	<b>Eligibility Criteria:</b> ACCA/ACMA/ACA or CA Inter with 16 years of education OR Degree in Business Administration with specialization in Finance/Accounting, Degree in Commerce or Degree in Finance/Accounting (at least 16 years of education). At least 05 years of relevant post-qualification experience in Audit/Accounts/Finance with at least two years' experience in Internal Audit function. Certified Internal Auditor (CIA) Certification or any other related certifications an added advantage. <b>Upper Age Limit:</b> 40 years
4.	<b>Post: Assistant Director Skills and Digital Economy, 01 Position, Location: Peshawar</b>
	<b>Eligibility Criteria:</b> Degree in Computer Science /Information Technology/Software Engineering/ Telecommunication Engineering/ Electrical Engineering (Communication) or any other relevant field (at least 16 years of education). At least 05 years of relevant post-qualification experience in public or private sector organization. Internationally recognized relevant certification(s) will be given preference. <b>Upper Age Limit:</b> 40 years
5.	<b>Post: Assistant Director Planning and Strategy, 01 Position, Location: Peshawar</b>
	<b>Eligibility Criteria:</b> Degree in Project Management or Business Administration or Information and Communication Technology or any other related field (at least 16 years of education). PMP/PRINCE-2 certified an added advantage. At least 05 years of relevant post-qualification experience in a public or private sector organization. <b>Upper Age Limit:</b> 40 years
6.	<b>Post: Senior Officer Web Development, 01 Position, Location: Peshawar</b>
	<b>Eligibility Criteria:</b> Degree in Computer Science or Information Technology or Software Engineering or Telecommunication Engineering or Electrical Engineering (Communication) or equivalent degree (at least 16 years of education). At least 04 years of relevant post-qualification hands on experience as a Software/Web Application Developer in public or private sector organization. <b>Upper Age Limit:</b> 40 years
7.	<b>Post: Administrative Officer, 01 position, Location: Peshawar</b>
	<b>Eligibility Criteria:</b> Degree in Business Administration with specialization in General Administration or Finance or equivalent (at least 16 years of education). At least 3 years relevant post qualification experience in a public or private sector organization. <b>Upper Age Limit:</b> 40 years
8.	<b>Post: Management Trainee-Projects, 01 position - Re-advertisement, Location: Peshawar (Female post)</b>
	<b>Eligibility Criteria:</b> Degree in Business Administration or Project Management or Computer Science or Information Technology or any other related field (at least 16 years of education). <b>Upper Age Limit:</b> 26 years
9.	<b>Post: Management Trainee-Finance, 01 position - Re-advertisement, Location: Peshawar (Female post)</b>
	<b>Eligibility Criteria:</b> ACCA Affiliate or equivalent or Degree in Finance or Commerce or related field (at least 16 years of education). <b>Upper Age Limit:</b> 26 years
10.	<b>Post: Management Trainee-General Administration and Record Management, 01 Position, Re-advertisement, Location: Peshawar</b>
	<b>Eligibility Criteria:</b> Degree in Business Administration with specialization in Finance or General Management or any other related field (at least 16 years of education). <b>Upper Age Limit:</b> 26 years
11.	<b>Post: Management Trainee Skills &amp; Digital Economy, 01 position, Location: Peshawar (Female post)</b>
	<b>Eligibility Criteria:</b> Degree in Software/ Computer Engineering, Computer Science or related field (at least 16 years of education). <b>Upper Age Limit:</b> 26 years

12.	<b>Post: Management Trainee Technical and Digital Governance, 01 position, Location: Peshawar</b>
	<b>Eligibility Criteria:</b> Degree in Software/ Computer Engineering, Computer Science or related field (at least 16 years of education). <b>Upper Age Limit:</b> 26 years
13.	<b>Post: Management Trainee Monitoring and Evaluation, 01 position, Location: Peshawar (Female post)</b>
	<b>Eligibility Criteria:</b> Degree in Project Management/ Business Administration/Information Technology/ Computer Science (at least 16 years of education). <b>Upper Age Limit:</b> 26 years
14.	<b>Post: Management Trainee-Internal Audit, 01 Position, Location: Peshawar (Female post)</b>
	<b>Eligibility Criteria:</b> ACCA/ACMA/ACA or CA member. OR CA (CAF qualified) with 16 years of education. OR, Degree in Business Administration with specialization in Finance/Accounting, Degree in Commerce or Degree in Finance/Accounting (at least 16 years of education). <b>Upper Age limit:</b> 26 years
15.	<b>Post: Management Trainee-Human Resource, 01 position, Location: Peshawar</b>
	<b>Eligibility Criteria:</b> Degree in Business Administration with specialization in Human Resources (at least 16 years of education). <b>Upper Age limit:</b> 26 years
16.	<b>Post: Management Trainee- Projects Planning (Female post)</b>
	<b>Eligibility Criteria:</b> Degree in Business Administration /Project Management/ Information Technology/ Computer Science/Software Engineering / Computer System Engineering/ Electrical (Telecommunication) Engineering or relevant field (at least 16 years of education). <b>Upper Age limit:</b> 26 years
<b>B. Project Positions</b>	
17.	<b>Project: KP Web Portal</b> <b>Post: Web Developer (equivalent to BPS-17), 01-position,Re-advertisement</b> <b>Location: Peshawar - Upper Age Limit: 40 years</b>
	Degree in Computer Science/ Information Technology/ Software Engineering/ Telecommunication Engineering/ Electrical Engineering (Communications) or equivalent degree (at least 16 years of education) with at least 03 years of relevant post qualification experience in PHP Code Igniter Framework in a public or private sector organization.
18.	<b>Project: KP Web Portal</b> <b>Post: Assistant Web Developer (equivalent to BPS-16), 01 position</b> <b>Location: Peshawar - Upper Age Limit: 40 years</b>
	Degree in Computer Science/ Information Technology/ Software Engineering/ Telecommunication Engineering/ Electrical Engineering (Communications) or equivalent degree (at least 16 years of education) with at least 02 years of relevant post qualification experience in PHP Code Igniter Framework in a public or private sector organization.
19.	<b>Project: KP Web Portal</b> <b>Post: Data Collection and Data Entry Operator (equivalent to BPS-14), 01-position</b> <b>Location: Peshawar. - Upper Age Limit: 40 years</b>
	<b>Education:</b> Degree in BSc Computer Science (At least 14 years of education) OR any Bachelor's degree (At least 14 years of education) with Diploma in IT. <b>Experience:</b> At least 02 years of relevant post-qualification experience of data entry operator in a public or private sector organization with minimum 40 words per minute typing speed.
20.	<b>Project: KP Web Portal</b> <b>Post: UI/UX Designer (equivalent to BPS-16), 01-position, Location: Peshawar.</b> <b>Upper Age Limit: 40 years</b>
	<b>Education:</b> Degree in Computer Science/ Information Technology/Software Engineering/Telecommunications Engineering/Electrical Engineering (Communications) or equivalent degree (at least 16 years of education), OR any other degree (at least 16 years of education) with Diploma in IT/Designing. <b>Experience:</b> At least two years of relevant post-qualification experience in a public or private sector organization.

### **TERMS & CONDITIONS:**

1. Candidates shall be provisionally allowed to appear in the ETEA screening test. However, detailed scrutiny shall be carried out by the appointing authority and if any candidate is found ineligible in any respect at any stage of the recruitment process, he/she shall be disqualified by the appointing authority.
2. Interview call letter will be issued to shortlisted candidates only.
3. Candidates qualifying for the written test shall be subsequently screened for relevancy in terms of education and experience, and other conditions and only shortlisted candidates shall be called for an interview.
4. Candidates should be eligible in all respects by the last date of receipt of applications.
5. Incomplete applications and applications received after the due date shall not be entertained.
6. Relaxation of age shall **NOT** be admissible.
7. The candidates working in Government/Semi-Government bodies should apply through the proper channel.
8. Candidates intending to apply for more than one post shall apply separately for each post with separate fee.
9. Competent Authority reserves the right to cancel/reject any application by giving a cogent reason.
10. No TA/DA will be admissible for Test/Interview.

11. Degrees must be verified from Higher Education Commission (HEC). In the case of a foreign degree, an equivalence certificate from HEC must be provided.
12. Work experience certificates provided must have complete employment details.
13. Incomplete/unclear documents with missing or unclear information shall not be accepted.
14. Errors/Omissions in the number of posts are subject to rectification.

***KPITB shall ensure compliance with provincial government quota fixed for Women, Differently-abled and Minority-groups in its recruitments.***

#### **HOW TO APPLY**

1. Interested candidates may first visit [www.etea.edu.pk](http://www.etea.edu.pk) and apply for the posts online.
2. After successful submission of the online application, a prescribed UBL online deposit slip (having token number, Project code & candidates' personal information) will be generated.
3. Take a printout of the generated UBL deposit slip & deposit the prescribed test fee (non-refundable) in any branch of UBL Bank or at UBL OMNI agent on that prescribed printed deposit slip of UBL.
4. After successful fee submission, please keep the original deposit slip (candidate copy) having the bank desired stamp with yourself and do not share it with anyone else.
5. After online application, don't send documents/testimonials to the ETEA office, copies of testimonials/documents will, however, be provided by the candidates who qualify for the screening test, as and when required by ETEA or the appointing authority for scrutiny purposes.
6. Availability of online Application Form on [www.etea.edu.pk](http://www.etea.edu.pk) on **13<sup>th</sup> Sept, 2022**
7. The Last date for submission of the online application is **30<sup>th</sup> Sept, 2022**
8. Candidates will be informed through SMS by ETEA to download and Print their Roll No. Slips from [www.etea.edu.pk](http://www.etea.edu.pk). Candidates are directed to do not to give ported/converted mobile numbers.
9. Test Date, Time & Venue will be mentioned on Roll No. Slip.
10. No separate Call Letter will be issued to candidates for screening tests through postal/courier means.

#### **NOTE / IMPORTANT**

- Please keep your documents and passport size scanned picture (soft copy) with you at the time of the online applies.
- Read the instructions thoroughly before filling out the online application form.
- ETEA shall verify the deposited fee at any stage. If your payment is not verified, your candidature shall be rejected.
- Fee deposited on someone else CNIC shall not be verified.
- Unclaimed qualification shall not be accepted.
- Keep the bank-printed receipt safe with yourself and do not share it with anyone else.
- Applications of all those candidates who do not give correct information while filling the online application form, will not only be rejected but would be proceeded against and strict action shall be taken against them.