

INSTITUTE OF COST AND MANAGEMENT ACCOUNTANTS OF PAKISTAN

CORPORATE RELATIONS DEPARTMENT

JOB VACANCIES INFORMATION - JUNIOR POSITIONS

January 13 to 19, 2010

JOBS IN SINDH PROVINCE						
Sr	Job Summary	Job Description	Application Req:	Apply By	Organization / Contact	Source
01	Position : Purchaser Total Position : 01 Job Location : Karachi Age Limit : 25 to 35 years Min. Qualification : Commerce Graduate Min. Experience : 05 years	<ul style="list-style-type: none"> Experience related to quotations, suppliers, documentation, recovery to financial closure in computerized environment and well versed with PPRA Rules. 	<ul style="list-style-type: none"> CV Recent photograph Envelope marked for the position applied for and the city. 	30-Jan-2010	Box # 78387 C/o Daily Dawn, Karachi	Dawn Karachi Sunday January 17, 2010 page 8
02	Position : Accountant Job Location : Karachi Min. Qualification : N/M Min. Experience : N/M	<ul style="list-style-type: none"> Computer literate. 	<ul style="list-style-type: none"> Call 	N/M	T: 021-3663 9596	Dawn Karachi Sunday January 17, 2010 page 1
03	Position : Audit Supervisor Job Location : Karachi Min. Qualification : N/M Min. Experience : N/M	<ul style="list-style-type: none"> Having post article ship experienced in the same capacity with reputable firm. 	<ul style="list-style-type: none"> Email CV 	30-Jan-2010	E: imran@rsrir.com	Dawn Karachi Sunday January 17, 2010 page 1
04	Position : Audit Trainee Job Location : Karachi Min. Qualification : N/M Min. Experience : N/M	<ul style="list-style-type: none"> Not-mentioned 				
05	Position : Accountant Job Location : Karachi Age Limit : 25 years Min. Qualification : Commerce Graduate Min. Experience : 03 to 04 years	<ul style="list-style-type: none"> Computer literate. 	<ul style="list-style-type: none"> Email CV Recent photograph 	25-Jan-2010	Manager HR, 14-H, Block – 06, PECHS, Karachi	Dawn Karachi Sunday January 17, 2010 page 1
06	Position : Accountant Job Location : Karachi Min. Qualification : N/M Min. Experience : N/M	<ul style="list-style-type: none"> Computer literate. Write & speak English. 	<ul style="list-style-type: none"> Call 	N/M	C: 0300-8216649	Dawn Karachi Sunday January 17, 2010 page 1
07	Position : Accountants Job Location : Karachi Min. Qualification : N/M Min. Experience : 04 years	<ul style="list-style-type: none"> Working experience. 	<ul style="list-style-type: none"> CV Recent photograph 	N/M	E: jobs@alrafaybs.com	Dawn Karachi Sunday January 17, 2010 page 1
08	Position : Assistant Accountant Job Location : Karachi Min. Qualification : N/M Min. Experience : 02 years	<ul style="list-style-type: none"> Experience of accounts reconciliation. Well known with Peach Tree Software. 	<ul style="list-style-type: none"> CV Recent photograph 	N/M	C: 0333-2219390	Dawn Karachi Sunday January 17, 2010 page 1
09	Position : Assistant Accountant Gender : Female Job Location : Karachi Min. Qualification : Commerce Graduate Min. Experience : 02 years	<ul style="list-style-type: none"> Computer literate. 	<ul style="list-style-type: none"> Apply 	N/M	T: 021-3431 0282 nenterprises45@yahoo.com	Dawn Karachi Sunday January 17, 2010 page 1

Sr	Job Summary	Job Description	Application Req:	Apply By	Organization / Contact	Source
10	Position : Accountant Job Location : Karachi Min. Qualification : Professional certification Min. Experience : 02 years	<ul style="list-style-type: none"> • Certification for back office in Buffer zone, willing to work in night job. 	<ul style="list-style-type: none"> • Email CV 	N/M	T: 021-3699 2434 E: jobs@cpanynj.com	Dawn Karachi Sunday January 17, 2010 page 1
11	Position : Accountant Job Location : Karachi Min. Qualification : Commerce Graduate Min. Experience : 08 to 10 years	<ul style="list-style-type: none"> • Computer literate. 	<ul style="list-style-type: none"> • Contact 	N/M	The Educator Defence Campus T: 021-3589 7454 – 55 C: 0321-8266344	Dawn Karachi Sunday January 17, 2010 page 1
12	Position : Accountant Job Location : Karachi Gender : Female Min. Qualification : Graduate Min. Experience : N/M	<ul style="list-style-type: none"> • Experience in the relevant field. 	<ul style="list-style-type: none"> • Email CV 	N/M	shamsi@flightcatchers.com	Dawn Karachi Sunday January 17, 2010 page 4
13	Position : Accountant Job Location : Karachi Min. Qualification : Graduate Min. Experience : 03 years	<ul style="list-style-type: none"> • Experience and having knowledge in computer. 	<ul style="list-style-type: none"> • Apply 	N/M	nslogistics@cyber.net.pk	Dawn Karachi Sunday January 17, 2010 page 4
14	Position : Accountant Grade / Scale : BS – 16 Total Position : 01 Job Location : Karachi Age Limit : 30 years Min. Qualification : ICMA Min. Experience : 01 year	<ul style="list-style-type: none"> • Not-mentioned. 	<ul style="list-style-type: none"> • CV • Attested copies of domicile, CNIC, educational testimonials be attached along with application. 	N/M	Raja Muhammad Nadir Ali Director, Military Lands & Cantonments, Karachi Region, Government of Pakistan, Ministry of Defence Office of the Director Military Lands & Cantonments 252-B, Sarwar Shaheed Road, Karachi Cantt.	News, Karachi Sunday January 17, 2010 page 19
15	Position : Accounts Assistant Total Position : 02 Grade / Scale : BS – 14 Job Type : Regular – Balochistan Quota Job Location : Posted anywhere in Pakistan Age Limit : 25 years Min. Qualification : Commerce Graduate Min. Experience : 03 years	<ul style="list-style-type: none"> • Not-mentioned 	<ul style="list-style-type: none"> • Prescribed Form duly signed and filled in. • Prescribed application performa may be downloaded from NHA's website. • Copy of CNIC must be enclosed with application. • Mention post applying for on the right top corner of the envelope. 	16-Feb-2010	Rafiq Ahmed Khan, Director (R & R) National Highway Authority (NHA), Ministry of Communications Government of Pakistan, 27-Mauve Area, G-9/1, Islamabad. W: www.nha.gov.pk	Dawn Karachi Tuesday January 19, 2010 page 9
JOB IN PUNJAB PROVINCE						
16	Position : Internal Auditors Total Position : N/M Job Location : Lahore Min. Qualification : Commerce Graduate Min. Experience : 04 years	<ul style="list-style-type: none"> • Experience in a well-reputed organization. 	<ul style="list-style-type: none"> • Apply 	N/M	Post Box No. 78402 C/o 'Dawn', Karachi	Dawn Karachi Sunday January 17, 2010 page 6
17	Position : Junior Accountant Total Position : 01 Grade / Scale : BPS – 12 Job Type : Permanent Job Location : District Attock Age Limit : 30 years Min. Qualification : Graduate Min. Experience : 01 year	<ul style="list-style-type: none"> • Experience in Budget & Accounts field from Government / Institution. 	<ul style="list-style-type: none"> • Complete applications in all respects on given proforma (See Newspaper) 	Within 20 days of issuance of this advertisement	Senior Director Admin, Aircraft Manufacturing Factory (AMF), Ministry of Defence, Pakistan Aeronautical Complex Board (PAC) Kamra District Attock T: 051-9099 5562	The News International Karachi Sunday January 17, 2010 page 11

JOB VACANCIES INFORMATION – ICMAP LAHORE CENTRE

Sr	Job Summary	Job Description	Application Req:	Apply By	Organization / Contact	Source
18	Position : Assistant Accountant Total Position : 01 Job Location : Lahore Age Limit : 25 to 40 years Min. Qualification : Commerce Graduate Min. Experience : 01 years Remuneration : Rs.13,225/-	<ul style="list-style-type: none"> • Relevant experience • Computer literate. 	<ul style="list-style-type: none"> • CV • Recent photograph • Attested photocopies of document s. 	27-Jan-2010	Project Director, Punjab Thalassaemia Prevention Program (PTPP), Unit -1, Lady Willington Hospital, Lahore.	The Nation Lahore Thursday January 14 2010
19	Position : Accountant Total Position : 02 Job Location : Multan, Bahwalpure Age Limit : 25 to 40 years Min. Qualification : Commerce Graduate Min. Experience : 03 years Remuneration : Rs.18,000/-	<ul style="list-style-type: none"> • Relevant experience • Computer literate. 	<ul style="list-style-type: none"> • CV • Recent photograph • Attested photocopies of document s. 	27-Jan-2010	Project Director, Punjab Thalassaemia Prevention Program (PTPP), Unit -1, Lady Willington Hospital, Lahore.	The Nation Lahore Thursday January 14 2010
20	Position : Accountant Total Position : 03 Job Location : Lahore Age Limit : N/M Min. Qualification : Commerce Graduate Min. Experience : 03 years	<ul style="list-style-type: none"> • Not-mentioned 	<ul style="list-style-type: none"> • CV 	N/M	87-E/I, Model Town, Lahore T: 042-3588 8961 E: stgroup30@yahoo.com	Jang Lahore Sunday January 17 2010

JOBS IN RAWALPDINDI / ISLAMABAD

21	Position : Purchaser Total Position : 01 Job Location : Rawalpindi Age Limit : 25 to 35 years Min. Qualification : Commerce Graduate Min. Experience : 05 years	<ul style="list-style-type: none"> • Experience related to quotations, suppliers, documentation, recovery to financial closure in computerized environment and well versed with PPRA Rules. 	<ul style="list-style-type: none"> • CV • Recent photograph • Envelope marked for the position applied for and the city. 	30-Jan-2010	Box # 78387 C/o Daily Dawn, Karachi	Dawn Karachi Sunday January 17, 2010 page 8
22	Position : Internal Auditors Total Position : N/M Job Location : Islamabad Min. Qualification : Commerce Graduate Min. Experience : 04 years	<ul style="list-style-type: none"> • Experience in a well-reputed organization. 	<ul style="list-style-type: none"> • Apply 	N/M	Post Box No. 78402 C/o 'Dawn', Karachi	Dawn Karachi Sunday January 17, 2010 page 6
23	Position : Junior Executive – III (Finance) Total Position : 01 Grade / Scale : SPS – 05 Job Type : Contract basis Job Location : Islamabad Age Limit : 35 years Min. Qualification : Commerce Graduate Min. Experience : 04 years	<ul style="list-style-type: none"> • Experience at similar position in a Government or Semi Government Organization preferably in Federal Government Audit. He / She should be well versed with the Government Rules / Regulations, Audit Para's. • Computer skills. 	<ul style="list-style-type: none"> • Application Form (Administrative posts) for all the posts can be downloaded from the IST's website • Application Forms along with detailed updated CVs, CNIC, recent passport size photograph • Please mark on the right hand side of the envelope, the position applied for 	15 days after the Publication of this Advertisement	DAD (INDUCTION) Institute of Space Technology (IST) Post Box No. 2750, Islamabad. W: www.ist.edu.pk	The News International Karachi Sunday January 17, 2010 appointment page I

Sr	Job Summary	Job Description	Application Req:	Apply By	Organization / Contact	Source
24	Position : Accountant Total Position : 01 Grade / Scale : BPS – 16 Job Type : Permanent Job Location : District Attock Age Limit : 35 years Min. Qualification : ICMA Min. Experience : 05 years	<ul style="list-style-type: none"> • Experience in cost accounting. 	<ul style="list-style-type: none"> • Complete applications in all respects on given proforma (See Newspaper) 	Within 20 days of issuance of this advertisement	Senior Director Admin, Aircraft Manufacturing Factory (AMF), Ministry of Defence, Pakistan Aeronautical Complex Board (PAC) Kamra District Attock T: 051-9099 5562	The News International Karachi Sunday January 17, 2010 page II
NON-FINANCE & ACCOUNTING POSITION						
01	Position : Assistants Total Position : 02 - Sindh Province Domicile Grade / Scale : BPS – 14 Job Type : N/M Job Location : Sukkur Age Limit : 25 to 35 years Min. Qualification : Bachelor's Degree Min. Experience : 05 years	<ul style="list-style-type: none"> • Experience in Office Work 	<ul style="list-style-type: none"> • Application 	15-Feb-2010	Secretary, Board of Intermediate & Secondary Education, Sukkur.	Dawn Karachi Tuesday January 19, 2010 page 19