

MOST IMMEDIATE
BY SPECIAL MESSENGER

NO. 5(9)/2022-Pt
GOVERNMENT OF PAKISTAN
MINISTRY OF ENERGY
(PETROLEUM DIVISION)
POLICY WING


Islamabad, the 26th April, 2022

✓ Director (Advertisement)
Information and Broadcasting Division
Press Information Department (PID)
Islamabad.

Subject: ADVERTISEMENT FOR RECRUITMENT IN POLICY WING MINISTRY OF ENERGY (PETROLEUM DIVISION).

Reference is made to the subject cited above and to request to make necessary arrangements for publication of the enclosed advertisement for appointment of the following posts in Policy Wing of Ministry of Energy (Petroleum Division) in two (02) English and two (02) Urdu newspapers of Islamabad / Lahore / Karachi / Peshawar / Quetta, at the earliest, please.

| Name of Post | No. of Post |
|-----------------------------------|-------------|
| Expert Geo Physicist | 01 |
| Expert Exploration | 01 |
| Expert Production | 01 |
| Finance/Accounts Specialist | 01 |
| Expert refining | 01 |
| Specialists Logistics & Marketing | 01 |
| Gas Expert-I | 01 |
| Gas Expert-II | 01 |
| LPG Specialist | 01 |
| LNG Specialist | 01 |
| Senior Finance Specialist | 01 |
| Junior Finance Specialist | 02 |
| Legal Advisor | 02 |
| Total | 15 |


(Dadlo Zuhrani)
Director (Admin)
Ph: 9202825

✓ C.C.: Mr. Faizal Bashir (Incharge I.T) for n/a please

Mail
27/4/2022



Government of Pakistan
Ministry of Energy (Petroleum Division)
Policy Wing, G-5/2,
Islamabad
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JOB OPPORTUNITIES

The Ministry of Energy, Petroleum Division, Policy Wing is seeking applications from suitable qualified Pakistani professionals for following positions on purely contract basis:

| S. No. | NAME OF POST | NO. OF POSTS | QUALIFICATION/EXPERIENCE | Age limit | Maximum Monthly Lump Sum Salary |
|--------|--------------------------------|--------------|--|-----------|---------------------------------|
| 1 | Expert Geophysicist DG (PC) | 01 | <ul style="list-style-type: none">• 16 years qualification in Geophysics from any HEC recognized institute / university preferably advance degree in the relevant field.• 03 years post qualification relevant experience in upstream oil and gas sector. | 35 | Rs.200,000/- |
| 2 | Expert Exploration DG (PC) | 01 | <ul style="list-style-type: none">• 16 years qualification in Geology from any HEC recognized institute / university preferably advance Degree in the relevant field.• 03 years post qualification relevant experience in upstream oil and gas sector. | 35 | Rs.200,000/- |

| | | | |
|---|--|----|---|
| | | | |
| 6 | Specialist Logistics & Marketing DG (Oil) | 01 | <ul style="list-style-type: none"> • 16 years or equivalent qualification Administration/Public Administration/Economics/Commerce/Statistics recognized institute / university preferably bachelors degree in the relevant field. • 5 years post qualification relevant experience distinguished professional career in the fields of energy planning/oil movement. |

9. Relevant Trainings/Courses (Please attach separate sheets if necessary) Total Experience: _____

| Sr. No | Trainings/Courses attended | Institution | Year | Duration Period | Major Areas/ Subject |
|--------|----------------------------|-------------|------|-----------------|----------------------|
| 1 | | | | | |
| 2 | | | | | |
| 3 | | | | | |

10. Please attach your CV/Resume

Dated: _____

Signature of Applicant _____

| | | | | | |
|----|----------------------------|----|--|----|--------------|
| 7 | Gas Expert-I DG (Gas) | 01 | <ul style="list-style-type: none"> • Bachelor of Engineering in Petroleum/ Mechanical/ Electrical or equivalent degree in petroleum & natural gas from any HEC recognized institute / university. • 03 years post qualification relevant experience in LNG Supply chain. | 35 | Rs.200,000/- |
| 8 | Gas Expert-II DG (Gas) | 01 | <ul style="list-style-type: none"> • Bachelor of Engineering in Petroleum/mechanical/ Electrical or equivalent degree in petroleum & natural gas from any HEC recognized institute / university. • 03 years post qualification relevant experience in Transmission and Distribution of Gas. | 35 | Rs.200,000/- |
| 9 | LPG Specialist DG (LGs) | 01 | <ul style="list-style-type: none"> • Bachelor of Engineering along-with a master's degree in economics, Finance or Business (18 years) will be preferred or ACCA with three years' experience in gas sector • Ph.D in Economics or Finance. • 3 years experience in the oil and gas industry specially in LPG sector | 35 | Rs.200,000/- |
| 10 | LNG Specialist DG (LGs) | 01 | <ul style="list-style-type: none"> • Bachelor of Engineering along-with a master's degree in economics, Finance or Business (18 years) will be preferred or ACCA with three years' experience in gas • Ph.D in Economics or Finance or related to Energy will be given preference. • 3 years' experience in the oil and gas industry specially in LNG sector. | 35 | Rs.200,000/- |

| | | | | | |
|----|---------------------------|----|---|----|--------------|
| | Senior Finance Specialist | 01 | <ul style="list-style-type: none"> • CA/ ACMA/ ACCA/ CIMA having membership of recognized body of Professional Accountants. • Specialization in an energy related field as part of studies would be an asset. • 10 years post qualification distinguished professional experience at national/ international corporate entities, including 5 years related to Energy Sector, preferably in public sector. | 50 | Rs.650,000/- |
| 12 | Junior Finance Specialist | 02 | <ul style="list-style-type: none"> • CA/ ACMA/ ACCA/CIMA having membership of recognized body of Professional Accountants. • Specialization in an energy related field as part of studies would be an asset. • 5 years post qualification distinguished professional experience at national/ international corporate entities, including 3 years related to Energy Sector, preferably in public sector. | 35 | Rs.200,000/- |
| 13 | Legal Advisor(s) | 02 | <ul style="list-style-type: none"> • Bachelor's Degree in Law from any HEC recognized institute / university. Advance Degree in the relevant field will be preferred. Post Graduate Degree in Petroleum Laws, Policy and Contracts will be preferred. • 07 years of relevant experience with minimum 05 years in-hand experience in any Government/corporate/autonomous/semi-autonomous bodies (Preferably in upstream petroleum sector). | 40 | Rs.350,000/- |

- The initial period of contract will be for two years
- Government servants and employees of corporate / autonomous / semi-autonomous bodies, may apply through proper channel.
- Interested Candidates are advised to fill-up the application form and can download terms of reference of the Job from the Careers Section National Job Portal Website: www.njp.gov.pk. within fifteen (15) days of the publication of this advertisement. **Incomplete or applications with Filled-up Job Application Form, and late received applications will not be considered at all.**
- These are specialized jobs requiring critical policy input, sound grip on industry issues and innovative out-of-the-box advice from a successful candidate during the course of his/her service with the Ministry; therefore, candidates are advised to first go through the TORs uploaded on Ministry's website www.petroleum.gov.pk and align those with the relevant experience gained by them during the service, before considering apply for this position.
- Only shortlisted candidates will be called for interview. No TA/DA will be paid for interview.
- The Department reserves the right to accept or reject any/all applications without assigning any reason.
- For any queries contact Assistant Director (Admin) on Landline: 051-9203081, 9205099 email: policywing77@gmail.com.



Government of Pakistan

M/o Energy (Petroleum Division)
JOB APPLICATION FORM

327
Photograph
(Paste 01
recent
Photograph
Here)

| | | | | | | | |
|---|----------------------------|--|--|-----------------------|--------------------------------------|------------|--|
| 1 | Name (In Capital Letters): | | | | Father Name: | | |
| 2 | CNIC: | | | D/o Birth: (DD-MM-YY) | Age (at closing date of Application) | (DD-MM-YY) | |
| 3 | Current Job Title: | | | Email: | Email: | | |
| 4 | Postal Address: | | | | | | |
| 5 | Contact Phone / Mobile: | | | | Province / City | | |
| 6 | Permanent Address: | | | | | | |

7. Academic Qualifications (Matric onwards).

| Sr. No. | Degree/ Diploma/ Certificate | Institution/ College | University/ Board | Passing Year (DD/MM/YYYY) | Marks obtained | Total marks | % age/ Division/ grade/CGPA |
|---------|------------------------------|----------------------|-------------------|---------------------------|----------------|-------------|-----------------------------|
| 1 | | | | | | | |
| 2 | | | | | | | |
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| 5 | | | | | | | |

8. Related Experience in Oil and Gas Sector (Post qualification). (Please attach separate sheets if necessary)

| Sr. No. | Institution/ Employer | Position Held | Major Responsibilities (Short Brief) | Job Period | | Years of Experience (Till Closing Date) |
|------------------|-----------------------|---------------|--------------------------------------|-----------------|---------------|---|
| | | | | From (DD/MM/YY) | To (DD/MM/YY) | |
| 1 | | | | | | |
| 2 | | | | | | |
| 3 | | | | | | |
| 4 | | | | | | |
| 5 | | | | | | |
| 6 | | | | | | |
| 7 | | | | | | |
| 8 | | | | | | |
| 9 | | | | | | |
| 10 | | | | | | |
| Total Experience | | | | | | |

9. Relevant Trainings/Courses (Please attach separate sheets if necessary)

| Sr. No. | Trainings/Courses attended | Institution | Year | Duration Period | Major Areas/ Subject |
|---------|----------------------------|-------------|------|-----------------|----------------------|
| 1 | | | | | |
| 2 | | | | | |
| 3 | | | | | |

10. Please attach your CV/Resume

Dated: _____

Signature of Applicant _____