

Situations Vacant

Online Applications are invited on prescribed application form available on www.jobs.pid.gov.pk for filling up of the following posts for state-of-the-art **Media Cell To Counter Violent Extremism** under PSDP 2024-25 through a unified mechanism of monitoring electronic, print and digital media, purely on contract basis, initially for a period of one year and extendable subject to the condition of satisfactory performance or till the completion of the project.

S. No.	Designation	PPS	No. of Posts	Salary per month (as per standard pay package)	Job Description	Qualifications & Experience	Age Limit
1.	Senior Data Analyst	8	1	218,750	<ul style="list-style-type: none"> Oversee all data analytics aspects of the data center including administrative, technical, financial and strategic matters. To ensure daily and monthly reporting on analytical reports. To ensure automated reporting, sentiment analysis, and reporting mechanisms. 	<ul style="list-style-type: none"> 2nd class Master's/ BS Degree (16 years) education in Computer Science/ IT/ Project Management/ Management Information Systems/ Data or equivalent qualification. Experience of 5 years in the public or private sector. R, Python, Power-BI, STATA, NVIVO, Rapid Miner and SPSS will be preferred. 	30-40
2.	Policy Coordinator	8	1	218,750	<ul style="list-style-type: none"> Develop & implement Comprehensive research strategy to assist MOIB and other relevant stake holders to develop strategies to counter violent extremism. Design advocacy campaigns and messaging strategies to promote peace and tolerance. Provide training and capacity-building support on CVE issues. Engage with stakeholders to build partnerships and coordinate CVE efforts. 	<ul style="list-style-type: none"> 16 years of education in International Relations, Political Science, Peace & Conflict Studies, or any comparable discipline. Minimum 5 years post-qualification experience in research and policy development. Preference will be given to the candidate having prior working experience in the field of CVE. Minimum 05 research papers published in HEC recognized journals; preference will be given to candidates having international publications. 	30-40
3.	Communication Manager	8	1	218,500	<ul style="list-style-type: none"> Develop and implement communication strategies to counter violent extremism. Coordinate with government agencies, NGOs, & International partners. Produce high-quality communication materials for various media platforms. Manage media relations and serve as spokesperson for the Media Cell. 	<ul style="list-style-type: none"> Master's degree in communication/ journalism / media sciences/ International Relations/ Political Science/ Management Sciences or equivalent to related field. 5 years of experience in communication, research, media relations, or public affairs. 	30-40
4.	Data Analysts	7	6	157,500	<ul style="list-style-type: none"> Managing and designing the reporting environment, including data sources and meta data while also supporting initiatives for data integrity and normalization. Develop reports and analyses through various visualizations. Performing qualitative & quantitative analysis after extraction from primary and secondary sources. 	<ul style="list-style-type: none"> 2nd class Master's/ BS Degree (16 years) education in Computer Science/ IT/ Project Management/ Management Information Systems/ Data Sciences or equivalent qualification. Experience of 3-5 years in the public or Private sector. R, Python, Power-BI, STATA, NVIVO, Rapid-Miner and SPSS will be preferred. 	24-35

					<ul style="list-style-type: none"> Filtering data by reviewing reports and using statistical tools to identify, analyze, and interpret patterns and trends in complex data sets that could be helpful for diagnosis and prediction. 		
5.	Artificial Intelligence/ Machine Learning Expert	7	1	157,500	<ul style="list-style-type: none"> Develop, implement, and optimize AI solutions to solve complex business problems. Analyze data, design models, and deploy algorithms to improve process. Collaborate with teams to define AI strategy and integrate solutions seamlessly. Continuously evaluate and refine AI models for performance and reliability. Stay updated on AI advancements and contribute to innovation. 	<ul style="list-style-type: none"> 2nd class Master's/ BS Degree (16 years) education in Computer Science/ IT/ Project Management/ Management Information Systems/Data Sciences or equivalent qualification. Experience of 3- 5 years in the public or private sector. Certifications in Neural Networks, Big Data, and AI will be preferred 	24-35
6.	Programmer/ Full Stack Developer	07	1	157,500	<ul style="list-style-type: none"> Develop and maintain web applications from front-end to back-end. Design intuitive user interfaces and responsive layouts. Implement server-side logic and database management. Ensure application security and Compliance with standards. Collaborate with cross functional teams and stake holders. Stay updated on emerging technologies and best practices. 	<ul style="list-style-type: none"> 2nd class Master's/BS Degree (16 years) education in Computer science/ IT/Software Engineering or equivalent qualification. Experience of 3- 5 years in the public or private sector 	24-35
7.	Content Strategist	7	1	157,500	<ul style="list-style-type: none"> Compiling and ensuring digitization of content from electronic, print, and digital media into a central repository. Ensuring all digitized content is indexed and searchable. Producing consolidated daily monitoring reports. Producing sentiment analysis for all content and identifying critical content on social media. 	<ul style="list-style-type: none"> 2nd class Master's/ BS Degree (16 years) education in Mass Communication/ Journalism/ Media Sciences/ International Relations/Political Science or equivalent. 3-5 years of working experience in journalism, social media or research, etc. 	24-35
8.	Research Officer	7	1	157,500	<ul style="list-style-type: none"> Lead research studies related to CVE. Manage training modules for CVE initiatives. Assist in designing advocacy campaigns promote peace and tolerance. Overlook all documentation related to research. 	<ul style="list-style-type: none"> 16 years of education in International Relations, Political Science, Peace & Conflict Studies, or any comparable discipline. Minimum 3 years post-qualification experience in research & policy development. Preference will be given to the candidate having prior working experience in the field of CVE. Minimum 03 research papers published in HEC recognized journals; preference will be given to candidates having international publications. Strong writing, editing, and digital media skills. 	25-35

9.	Research Associates	6	4	105,000	<ul style="list-style-type: none"> Assist in designing research studies, Surveys and assessments related to violent extremism, media consumption, and public attitudes. Assist in collecting and organizing research data through various methods, including Literature review, interviews, surveys, etc. Maintain Documentation & assist in data management tasks. 	<ul style="list-style-type: none"> 16 years of education in International Relations, Political Science, Peace & Conflict Studies, Strategic Studies or any comparable discipline. Strong research skills with the ability to design and conduct research projects. Preference will be given to the candidate having prior 2 years research experience (published research articles) 	25-30
10.	Admin Assistant	5	1	70,000	<ul style="list-style-type: none"> Draft and proof read correspondence (e.g., emails, letters) as needed. Prepare and maintain filing systems. Perform other administrative duties as assigned. 	<ul style="list-style-type: none"> Minimum 14 years of education. Basic IT proficiency is required Minimum 2 years of relevant experience. 	18-28
11.	UX/ UI Designer/ Graphic Designer	5	1	70,000	<ul style="list-style-type: none"> Design user interfaces for websites, mobile apps, and digital platforms. Create high-quality graphic designs for social media campaigns. Ensure consistency with brand guidelines. Conduct user research and usability testing. Collaborate with developers and content creators. 	<ul style="list-style-type: none"> 2nd Class BS Degree (16 years) education in Computer science/ IT/ Software or equivalent qualification. Experience of 3 years in the public or private sector 	25-30
12.	Assistant Social Media Monitors	5	6	70,000	<ul style="list-style-type: none"> Monitor social media platforms for extremist content & propaganda. Analyze and assess the impact and credibility of online threats. Compile regular reports with key findings and recommendations. Respond to crisis situations by providing accurate information and counter-narratives. Stay updated on social media trends and tools for effective monitoring. 	<ul style="list-style-type: none"> Bachelor's degree in communications, journalism, or related field. Experience of 3 years in the public or private sector 	25-30
13	NLE Video Editors	5	1	70,000	<ul style="list-style-type: none"> To create, develop, edit, and publish multimedia content: Multimedia coverage of events. 	<ul style="list-style-type: none"> FA/FSC (12 years education) with 3-5 years hands-on experience working with CMS, photo and video editing. Preferably for a reputed organization. Hands on experience with Adobe Premier Pro, Final Cut Pro, Adobe Illustrator and 3-5 years of relevant experience. 	20-35
14.	Office Assistant	1	4	37,000	<ul style="list-style-type: none"> Carrying from one place to another within and out of office premises official files/ papers. Maintaining general tidiness of the office, furniture including dusting. 	<ul style="list-style-type: none"> Matric 	18-25
15.	Sweeper	1	2	37,000	<ul style="list-style-type: none"> Maintain general tidiness of the office, furniture or equipment. 	<ul style="list-style-type: none"> Matric 	18-30

TERMS AND CONDITION

1. Candidates for serial 1-13 will only apply online through www.jobs.pid.gov.pk
2. Candidates for serial 14 and 15 will apply through the prescribed form uploaded at www.jobs.pid.gov.pk and dispatch to the postal address mentioned on the form.
3. Only shortlisted candidates after screening test will be called for interviews and they must bring their original and verified testimonial; Degrees/ Certificates/ CNIC at the time of interview.
4. No TA/DA shall be admissible.
5. The Competent authority reserves the right to annul the process of recruitment partially or as whole without assigning any reason.
6. The appointment shall be terminated alongside initiating legal proceeding in case any of the information/document furnished by the applicant is found incorrect or forged.
7. The candidates shall apply within 15 days after the publication of this advertisement.

APPLICATION FORM FOR CONTRACTUAL POSTS IN ISLAMABAD

Post Applied For: _____ Station: _____

Name of Applicant: _____ Father's Name: _____

CNIC No: _____ Date of Birth: _____ Age: _____

Postal Address: _____

Contact No (Mobile): _____ Landline (if any): _____

Email Address: _____ Are you Dual / Foreign National: YES NO

Details: -

a. Academic Qualification: -

S#	Degree/ Certificate/ Course	Division/ Grade/ CGPA	Year of Passing	Name of Board/ University/ Institute
1.				
2.				
3.				

b. Experience/Employment Record: -

S#	Organization/ Employer Name	Job Title	Job Duration		Remarks
			From	To	
1.					
2.					
3.					

Total experience as on closing date of applications: -

Day Month Year

Signature of Applicant: _____

Date: _____

To,
Director (Project)
Press Information Department, Benevolent Fund Building,
G-7/1, Zero Point, Islamabad.