



**PUNJAB DAANISH SCHOOLS AND CENTERS
OF EXCELLENCE AUTHORITY
(GOVERNMENT OF THE PUNJAB)**

دانش

CHALLENGING CAREER OPPORTUNITY

The Punjab Daanish Schools and Centers of Excellence Authority (PDS&CEA) is an autonomous organization established under the auspices of Government of the Punjab. PDS&CEA seeks the services of a highly dynamic and committed academic professional for the post of **PRINCIPAL (FEMALE)** for its Center of Excellence Govt. Lady Anderson Higher Secondary School (Girls), Sialkot. The pre-requisites of the post are given as under:-

Disposition: A markedly mature and balanced personality with progressive ideals/deportment. A person with leadership qualities to head the institution through mellowed outlook, deep learning and devotion to alumni. An individual with highly effective interpersonal and managerial skills.

Qualification: • Minimum Master's degree (with minimum 2nd division) from an HEC recognized institution.
Experience/ Credentials: • Preferably 5 years administrative experience in schools, in the role of a Principal or senior faculty member at reputed school or college. Verifiable record of leadership ability at a school/ college will be preferred.
• Good knowledge of educational system in Punjab with the ability to build effective procedures to tangibly improve the educational performance of the students.
• Experience in guidance and training of teachers through good knowledge of teaching strategies and methods of instruction.
• Leadership and command ability.
• Excellent English communication skills.

No. of Post: One (01). Only female candidates up to the age of 63 years.

Pay/Benefits: OG-III / Equivalent to BPS-19 (Gross Salary Rs.148,000/-).

The applicants will furnish the following by post/TCS:-

- Detailed bio-data.
- Applications along with detailed resume, certified copies of qualifications, experience certificates, CNIC and 2x passport-size photographs. Please clearly mark on the envelope, "For the post of Principal COE Govt. Lady Anderson Higher Secondary School (Girls), Sialkot." Applications found incomplete or received after due date shall not be entertained. Only shortlisted candidates will be called for interview. No TA/DA will be admissible to the candidates shortlisted for interviews. The competent authority may reject all/any application(s). Interested candidates may send their documents to the undersigned within **Fourteen (14) days** of the publication of this advertisement.

MANAGER (ADMIN/HR & COORDINATION)

Punjab Daanish Schools and Centers of Excellence Authority, Govt. of the Punjab. Japanese Cell Building, Research Station, Near Punjab University, Canal Bank, Lahore. Phone No. 042-99231737, 99230633.

www.daanishschools.edu.pk/careers