



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

داانش

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 committed and professionally sound lady for the post of **PRINCIPAL (Male)** for its Daanish School (Boys Campus) Dera Ghazi Khan. The school currently comprises over 600 boarders and 160 staff members. 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, preferably in liberal arts, (with minimum 2nd division) from an HEC recognized educational institution.
- Preferred Experience/
Credentials:**
- Preferably 5 years' experience as a Principal or a senior faculty member, preferably at a reputed residential institution with traditional public schooling.
 - Leadership and command ability.
 - Thorough understanding of boarding management as well as wholesome grooming and personality development of alumni.
 - Experience as housemaster in a known residential institution will have additional weightage.
 - Good administrative acumen to discharge the important functions of a traditional residential institution, including HR management, messing, procurements, health, security, sports, counseling, financial matters and correspondence.
 - Good knowledge of educational system in Punjab with the ability to build effective procedures to tangibly improve the educational performance of students.
 - Guidance and training of teachers through good knowledge of teaching strategies and methods of instruction.
 - Excellent English communication skills.
- Gender/Age:** Only **Male** candidates up to the age of 63 years.
- Salary/
Benefits:** OG-III / Equivalent to BPS-19 (Gross Salary up to Rs.165,000/-) and car with driver. Family accommodation at campus.

The applicants will furnish the following by post/TCS (Only hand-written applications and write-ups by the applicants themselves will be accepted).

- Detailed bio-data.
- Certified/attested copies of qualifications, experience certificates, CNIC and 2 passport-sized photographs.
- A one-page hand-written write-up by the applicants expressing their ideas about the traditional residential public schooling.
- Incomplete/late applications will not be entertained. Only shortlisted candidates will be called for an interview. No TA/DA will be admissible. The competent authority may reject all/any application(s). Please clearly mark on the envelope, "For the post of Principal Daanish School (Boys Campus) Dera Ghazi Khan". Interested candidates may send their documents to the undersigned at the under-mentioned address before **06 August 2018**.

IPL-7568

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. Ph: 042-99231740, 042-99230633. www.daanishschools.edu.pk/careers