



**PUNJAB DAANISH SCHOOLS&CENTERS OF  
EXCELLENCE AUTHORITY  
DAANISH SCHOOL FOR GIRLS, MIANWALI  
JOB OPPORTUNITIES**



Punjab Daanish Schools and Centers of Excellence Authority, a brand name is an initiative of the Government of Punjab. We offer unique opportunity for highly motivated **NON-TEACHING STAFF** to serve at **DAANISH SCHOOL GIRLS, HARNOLI, MIANWALI:-**

Sr. No	Post / Subject	Pay Scale/ Grade	No. of Posts	Qualification / Experience	Age Limit
1	Assistant Physical Training Instructor (APTI)	DS-16	3 Female	<ul style="list-style-type: none"> <li>Minimum Diploma in Physical Education.</li> <li>Minimum Provincial level player in specialized game(s) and experienced in .</li> <li>Experience/Character Certificates from the previous employer/s, if any.</li> </ul>	Up to 50 years
2	Lab Assistants (Physics, Chemistry and Bio)	DS-14	3 Male	<ul style="list-style-type: none"> <li>Minimum F.Sc. (for Physics, Chemistry &amp; Bio).</li> <li>Well versed in handling of respective lab with preferably 3-5 years relevant experience.</li> <li>Experience/Character Certificates from the previous employer/s, if any.</li> </ul>	Up to 63 years
3	Qaria	DS-14	1 Female	<ul style="list-style-type: none"> <li>Minimum Intermediate.</li> <li>Certificate of Qirrat from an institute/madrassa duly recognized by Wafaq Ul Madaris (Certificate duly attested by Wafaq Ul Madaris)</li> <li>Hafiz-e-Quran will be preferred</li> <li>Experience/Character Certificates from the previous employer/s, if any.</li> </ul>	Up to 55 years
4	Lab Attendant (Biology)	DS-5	1 Male	<ul style="list-style-type: none"> <li>Minimum Matriculate or equivalent (with relevant subjects).</li> <li>Preferably 2 years relevant experience and well versed in handling of science labs.</li> <li>Experience/Character Certificates from the previous employer/s, if any.</li> </ul>	Up to 45 years
5	Nursing Attendant	DS-5	1 Female	<ul style="list-style-type: none"> <li>Minimum 3 Years' General Nursing Diploma (Registered with Punjab Medical Faculty Board/Pakistan Nursing Council).</li> <li>Preferably 2 years of experience in Government / Private institute.</li> <li>Experience/Character Certificates from the previous employer/s, if any.</li> </ul>	Up to 45 years
6	Hostel Girls	DS-5	7 Female	<ul style="list-style-type: none"> <li>Minimum Middle or equivalent.</li> <li>Hostel experienced person will be preferred.</li> <li>Allocate duties and responsibilities to the administrative staff under your control. Ensure discipline and cleanliness at the hostel.</li> <li>Ensure that hostel gates are closed at instructed hours.</li> <li>Maintain list and record of hostel residents.</li> <li>Carry out any other functions &amp; duties that may be assigned by the Hostel Management Staff from time to time.</li> <li>Experience/Character Certificates from the previous employer/s, if any.</li> </ul>	Up to 45 years
7	Tailor	DS-4	2 Male	<ul style="list-style-type: none"> <li>Preferably 5 years' relevant experience in sewing male/female clothes (as relevant).</li> <li>Medical clearance.</li> <li>Police Certificate.</li> <li>Experience/Character Certificates from the previous employer/s, if any.</li> </ul>	Up to 50 years
8	Head Mali	DS-4	1 Male	<ul style="list-style-type: none"> <li>Preferably 5 years' relevant experience.</li> <li>Physical fitness.</li> <li>Good knowledge of gardening &amp; plants.</li> <li>Experience/Character Certificates from the previous employer/s, if any.</li> </ul>	Up to 50 years
9	Cook Helper	DS-2	1 Male	<ul style="list-style-type: none"> <li>Preferably 2 years' relevant experience.</li> <li>Physical fitness.</li> <li>Medical clearance/tests (Mandatory).</li> <li>Experience/Character Certificates from the previous employer/s, if any.</li> </ul>	Up to 40 years
10	Mess Waiter / Waitress / Dishwasher	DS-1	05 (3 Female, 2 Male)	<ul style="list-style-type: none"> <li>Preferably 2 years' relevant experience.</li> <li>Physical fitness.</li> <li>Experience/Character Certificates from the previous employer/s, if any.</li> </ul>	Up to 35 years
11	Laundry Man – Ironing	DS-1	2 Male	<ul style="list-style-type: none"> <li>Preferably 2 years' relevant experience.</li> <li>Physical fitness.</li> <li>Experience/Character Certificates from the previous employer/s, if any.</li> </ul>	Up to 40 years
12	Janitor/Sweeper	DS-1	2 Female	<ul style="list-style-type: none"> <li>Preferably 2 years' relevant experience.</li> <li>Physical fitness.</li> <li>Experience/Character Certificates from the previous employer/s, if any.</li> </ul>	Up to 35 years

**How to Apply:**

- All appointments will be on contract basis for a period of 02 years initially.
- Applicants shall attach with their applications a detail resume (CV) 2, x Photographs and certified copies of educational / experience certificates CNIC duly attested should reach in **Daanish School Girls Mianwali**.
- Please clearly mark on the envelop, For the post of \_\_\_\_\_
- Interested candidates may apply in confidence by sending their credentials to the undersigned before **20 March 2018**. Candidates may also submit their applications in the school office in person during workings hours.
- Only shortlisted candidate will be called for test / interview. Date of written / or any other test will be given later, if required.
- After test only shortlisted / selected candidates will be called for interview.
- NO TA/DA will be admissible to the candidates shortlisted for test/interview.
- All selected applicants will be required to submit medical certificate(s) and police clearance certificate.
- School Principal/PDS&CEA Head Office has right to reject any or all the applications with / without assigning any reason(s) and its decision will not be challenged in any court of law.

**PRINCIPAL  
PUNJAB DAANISH SCHOOL (GIRLS), HARNOLI, TEHSIL PIPLAN, DISTRICT  
MIANWALI. PHONE: 0459-296504**