

No.CDN-1(1)/2024-Consultants  
Government of Pakistan  
Ministry of Energy (Petroleum Division)  
Directorate General of Petroleum Concessions  
Petroleum House, Attaturk Avenue G-5/2, Islamabad

Islamabad, the 15<sup>th</sup> May, 2024


Subject: **ADVERTISEMENT FOR VACANCY OF MONITORING OFFICER ON CONTRACT BASIS FOR THE PERIOD OF ONE YEAR**

Pursuant to the approval of the Competent Authority, the Directorate General of Petroleum Concessions of the Ministry of Energy (Petroleum Division) intends to hire professional on contract basis for a period of one year to fulfill the requirements as envisaged in the clause 11.2 of Section V of the Petroleum Exploration and Production Policy 2012. In this regard, the Directorate General of Petroleum Concessions of the Petroleum Division is required to issue an advertisement for hiring of the professional as under:

S.No.	Name of Post
1	Monitoring Officer - One Position

2. It is requested kindly that the enclosed advertisement may be got published in all additions of the two English dailies and one Urdu daily of repute in Pakistan to appear in their Sunday Editions (positively on 19<sup>th</sup> May, 2024). A Soft Copy of the Advertisement has also been emailed at pid.classified@gmail.com.

3. In line with the PM Office's Guidelines for Streamlining of Government Advertisements vide letter No.111/M/SPM/2020 dated 08<sup>th</sup> January, 2020, it is confirmed that Invoice received after publication of the advertisement by the PID, will be paid by the Petroleum Division as per relevant rules / regulations.

  
**(Muhammad Arif Baig)**  
**Assistant Director (Employment & Training)**  
Tele: 051-9207724  
Fax/(92) (51)9213245

Encl: **Copy of Advertisement**

**Press Information Department (PID),**  
(Deputy Director (Advertisement))  
Government of Pakistan  
Islamabad.

CC:

Administrator (IT)  
Ministry of Energy (Petroleum Division)  
Islamabad

*with a request to upload the advertisement  
on the Ministry's website on 19<sup>th</sup> May, 2024*



**JOB OPPORTUNITIES**

The Petroleum Division, Ministry of Energy is seeking applications from suitable Pakistani candidates for following position on one year contract basis;

S.No.	NAME OF POST	QUALIFICATION	EXPERIENCE & SKILLS	Maximum Monthly Lump Sum Remuneration	Maximum Age
1	Monitoring Officer (SDU)	Bachelors in Economics / Business Studies / Political Sciences from any HEC recognized institute / university / college with a minimum CGPA of 3.5.	Graduate having the following skillset: <ul style="list-style-type: none"><li>• Data Analysis</li><li>• Research</li><li>• Report writing</li><li>• Excellent communication and presentation skills, both written and oral</li><li>• Proficiency in using research, data and graphic design tools</li></ul>	150,000/-	30

- i. The initial period of contract will be one year which may be extended subject to requirement and satisfactory performance.
- ii. Maximum age will be counted from DoB as per CNIC, upto 15<sup>th</sup> day of the advertisement. Similarly minimum relevant experience will be counted from 1<sup>st</sup> day of relevant experience after date of announcement of relevant degree.
- iii. Government servants, and employees of corporate / autonomous / semi-autonomous bodies may apply through proper channel.
- iv. Interested Candidates are advised to submit their complete CV clearly indicating their relevant *qualifications (with passing year/month)*, *experience (period of service against each position)* and *biodata* along with one colour passport size photograph, within fifteen (15) days of the publication of this advertisement. ***Incomplete and late applications will not be considered.*** Applications submitted online through emails or other electronic means will not be accepted.
- v. Applications may be addressed to the Director General of Petroleum Concessions, Petroleum House, 3<sup>rd</sup> Floor, Attaturk Avenue, G-5/2, Islamabad.
- vi. Only shortlisted candidates will be called for interview. No TA/DA will be paid for interview.
- vii. The Department reserves the right to accept or reject any/all applications without assigning any reason.
- viii. The Department reserves the right to withdraw / increase number of vacancies against the advertised positions.
- ix. For any queries contact Mr. Muhammad Arif Baig, Assistant Director (Employment & Training) on Landline: 051-9207724, email @ dgpcdnet@gmail.com.