

**Government of Pakistan**  
**M/o National Health Services, Regulations & Coordination**  
**NATIONAL INSTITUTE OF POPULATION STUDIES**

**JOB OPPORTUNITY**

National Institute of Population Studies (NIPS) is implementing an activity titled "Longitudinal Panel Study using Performance Monitoring and Action (PMA) Framework Phase III". NIPS requires the services of suitable candidates, TORS can be seen from the NIPS Website [www.nips.org.pk](http://www.nips.org.pk), The detail is as under:-

S #	Detail of Posts	Duration (Months)	No of Posts	Age (Years)	Pay	Qualification(s) / Experience Required
1	Project Advisor Islamabad Based	03 Months	01	Maximum age 70 years	Negotiable	Ph.D. or MPhil degree in Social Sciences i.e.; Demography, Economics, Statistics, Anthropology or Sociology and Public Health from a reputable recognized foreign/local university with at least twenty five years' experience in research. The candidate should have previous work experience in family planning, strong project management, analytical and writing skills.
2	Facilitator, Islamabad Based	03 Months	01	Maximum age 70 years	Negotiable	Ph.D. or MPhil degree in Social Sciences i.e.; Demography, Economics, Statistics, Anthropology or Sociology and Public Health from a reputable recognized foreign/local university with at least twenty five years' experience in research. The candidate should have previous work experience in family planning, strong project management, analytical and writing skills.
3	Data Processing Manager Islamabad Based	06 months	01	Maximum age 50 years	Negotiable	MSc / BS (Honors) in computer science or Economics/ Statistics with minimum of five years' experience in data analysis and application development. Should have complete familiarity of SPSS, STATA and CPro etc. and should have worked as a team member of an IT unit in a field data collection at national level with clear concepts of application based quality data collection monitoring.
4	Researcher, Islamabad Based	06 months	03	35-45 years	100,000/- per month	M.Phil or PhD degree from HEC recognized institution/University in related fields (demography, economics, sociology, anthropology, or any other related Social Sciences. The candidate should have demonstrated experience in research work Strong interest in working in the Government system; Demonstrable skills in analytical thinking, communication and research; Good IT competence, command of main office software programmes, internet communication, social media and searching skills; Document and graphic design skills an asset; Strong organizational, communication and interpersonal skills with the ability to work under Ability to work in a multi-cultural environment and a strong team working capacity.
5	Office Coordinator Islamabad Based	03 months	01	Maximum age 40 years	90,000/- per month	M.Phil. or Master's degree in Social Sciences from a reputable recognized foreign / local university with strong analytical skills and coordination of field teams.
6	Admn / Account Personal Islamabad Based	03 months	01	Maximum age 50 years	65,000/- per month	B.A, B.Sc. BBA with computer skills and good typing speed and experience in Administrative / Accounts matters.
7	Office Editors / QCs Islamabad Based	03 months	05	Maximum age 60 years	65,000/- per month	Master degree / BS (Honors) in Social Sciences and experience in household surveys data collection, editing and field monitoring.
8	Data Entry Operators Islamabad Based	03 months	05	Maximum age 35 years	40,000/- per month	Should have Bachelor and expertise in MS office, CPro. The candidate must have typing speed of 10,000 key depressions per hours.
9	Driver (local) Islamabad Based	03 months	02	25-40 years	25,000/- per month	Matric pass, should possess a valid driving license both of light and heavy vehicles and well versed in traffic rules
10	Peon (local)	03 months	02	25-40 years	25,000/- per month	Middle pass and having previous experience.

- No TA/DA will be admissible for the candidates, TOR's are available on NIPS website: ([www.nips.org.pk](http://www.nips.org.pk)).
- Applicants who do not fulfill the criteria will not be entertained.
- For any query, please contact to Admn, NIPS during office timings i.e. 08:00 am to 04:00 pm.
- The Institute reserves the right to stop the recruitment process at any stage and also to increase or decrease the number of vacancies / duration according to the rules.
- Last date for submission of application is 6<sup>th</sup> July, 2022. Incomplete applications shall be rejected.

Apply on the following address or email;  
**Syed Dilnawaz Hussain Shah,**  
**Administrative Officer**

Address: National Institute of Population Studies (NIPS),  
NIH, Building, Park Road, Chak Shahzad, Islamabad  
Contact No #. 051-9255937 & 051-9255940  
Email: [nipsproject@gmail.com](mailto:nipsproject@gmail.com), website: [www.nips.org.pk](http://www.nips.org.pk)

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