

**MOST URGET /
THROUGH SPECIAL MESSENGER**



No. SO(MGC)DIR-CLG/2020
**GOVERNMENT OF THE PUNJAB
HIGHER EDUCATION DEPARTMENT**

Dated Lahore, the 16th January, 2020

Office #: 042-99213298
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To

**The Director Public Instructions (Colleges),
Punjab, Lahore**

**SUBJECT: SELECTION PROCEDURE FOR POSTING OF DIRECTORS
OF EDUCATION (COLLEGES) IN PUNJAB.**

I am directed to refer to the subject cited above and state that the Competent Authority has approved the following selection procedure for the posting of Directors of Education (Colleges) in Punjab:-

POSITIONS ANNOUNCEMENT:

Directors of Education (Colleges) BS-19, at Lahore, Rawalpindi, Faisalabad, Gujranwala, Sargodha, Multan, Bahawalpur, Sahiwal, and D.G Khan.

JOB DESCRIPTION

The Director of Education (Colleges) is the administrative head in the Division for managing affairs of the public sector colleges, monitoring responsibilities for both public and private sector colleges in the Division and implementing any other policies of the Government of Punjab related to the higher education sector, issued from time to time by the Higher Education Department.

The position requires administrative, managerial and leadership capabilities, understanding of relevant laws / rules / policies alongwith a clear understanding of the challenges of the higher education sector in Punjab and more specifically the respective Division of the province.

CALL FOR APPLICATIONS

All interested officers of the Higher Education Department equivalent to Associate Professors (BS-19) are encouraged to apply for a SINGLE POSITION of DEC of the Division of their preference.

Abman Abdul Ghaus

Applications on the prescribed proforma (available at www.hed.punjab.gov.pk) must be sent via e-mail as an attachment at ascolleges@hed.punjab.gov.pk by Friday, 24 January, 2020 till 1700 hrs. No late submissions shall be accepted.

Applicants shall be requested to undertake an aptitude test on 02nd February 2020 (Time & place shall be communicated at the applicant's given E-mail address).

SELECTION PROCEDURE

- (i) The Selection Committee either itself or through a technical sub-committee shall scrutinized all applications received and a list of 27 shortlisted candidates (03 for each division) shall be published on the departmental website on 14th February, 2020.
- (ii) Short-listing shall be done on the basis of the score obtained by a candidate in the evaluation of his aptitude test.
- (iii) Evaluation of the aptitude test shall be done by independent evaluators, nominated by the Selection Committee.
- (iv) The shortlisted candidates shall be required to submit a PowerPoint presentation via email at ascolleges@hed.punjab.gov.pk not more than 06 slides, and highlighting their vision for leading the higher education sector in the choice of their Division, understanding of any specific challenges of the Division and strategies to deal with them and any other relevant aspects, by 18th February, 2020.
- (v) The Selection Committee shall interview the candidates on 21st & 22nd February 2020, for which an invitation shall be sent to the shortlisted candidates at their given email addresses.
- (vi) The candidates, during the interview, shall be required to make a presentation to the committee in addition to personal interview.
- (vii) The Final list of three candidates for each Division recommended by the committee, in order of preference, shall be submitted for approval of the Chief Minister, for appointment of one of them as DEC of the concerned Division.

(NOTE: The Selection Committee reserves the right to recommend a candidate for posting in a Division other than his preference Division.)

Abman Abdul Sami

2. Foregoing in view, I am directed to request you to circulate the details of the Selection Procedure for posting of Directors of Education (Colleges) in Punjab to all Directorates and Principals of Public Sector Colleges in the Province, for further circulation to all concerned.

Usman Abdul Qawi
for SECTION OFFICER (MGC)
16th 2020

CC:

- (i) All members of Selection Committee
- (ii) PS to Secretary, Higher Education Department
- (iii) PS to Additional Secretary (Colleges), Higher Education Department