

**Government of Pakistan**  
**Ministry of Information Technology and Telecommunication**

**DIGITAL NATION PAKISTAN**

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**JOB OPPORTUNITIES**

Ministry of Information Technology and Telecommunication is entrusted to formulate policies aimed at improving National Information and Communication Technology (ICT) infrastructure and services to transform Pakistan into a knowledge-based economy by ensuring provision of reliable and affordable Information and Communication Technology enabled services. In this regard, this Ministry invites application from dynamic professionals for the post of **DIRECTOR GENERAL (IT), MP-II SCALE**, as per details given below:

**JOB SPECIFICATION**

**QUALIFICATION**

Ph.D in Computer Science/Information Technology/Software Engineering/IT-related discipline from HEC recognized local or foreign university.

**OR**

Master's Degree in Computer Science/Information Technology/Software Engineering/IT-related discipline from HEC recognized local or foreign university.

**EXPERIENCE:**

Candidates with Ph.D are required to have seven (07) years of experience in the relevant field. Candidates with Master's Degree are required to have nine (09) years of experience in the relevant field. Experience including three years of senior management level position within the IT Industry. (Senior level implies not below than N-3 level of reporting in an organization, where N denotes the Head of the Organization).

The candidate's professional credentials should include the following:

- a) Proven understanding and experience of the country's digital ecosystem with a focus on policy, regulatory, and legislative landscape.
- b) A successful track record of initiating and leading digital transformation in a large-scale organization or a Govt. body by leveraging ICT solutions and services.
- c) Experience of project/initiatives aiming to transform Governance/ Business Processes by use of digital technologies and contribute to government efficiency and transparency.
- d) Excellent understanding of emerging technologies such as Cloud Computing, IoT, Artificial Intelligence, Big Data, Blockchain/Distributed Ledger Technology etc.
- e) Demonstrated experience in hybrid project management and Business Process Re-engineering.
- f) Proven experience in leading and implementing change management strategies and plans for accelerated Digital Transformation.
- g) Understanding of Privacy and Security in Digital ecosystem.

- h) Experience to coordinate, organize and conduct stakeholder consultations demonstrating communication and interpersonal skills.

**AGE LIMIT:**

Maximum 62 years (to be calculated as on the closing date of submission of applications)

**JOB DESCRIPTION/DELIVERABLE TASKS/TIMELINE**

<b>Sr. No.</b>	<b>Job Description/Deliverable Tasks</b>	<b>Timeline</b>
1.	Revision and formulation of policies for promotion and development of digital ecosystem of Pakistan including digital economy and digital transformation.	As required from time to time
2.	Monitoring and Evaluation of projects undertaken by the Government for digital transformation.	As required from time to time
3.	Assessment and pre-processing of IT/Digital projects submitted to the Ministry. This activity involves a thorough study of the goals and objectives of the proposals, the cost elements and the design of the proposed solution. The incumbent will provide technical leadership to the team of IT professionals assigned to assist in this exercise thoroughly examining the summaries and working papers produced for the input of forum approving the project.	As required from time to time
4.	Preparation of the annual development budget of the IT Ministry, in particular, vetting the requirements received from various agencies/organizations, against the project deliverables and utilization, holding reviews and recommending modifications for the relevant part of the budget.	As required from time to time
5.	Identification of areas where digital interventions can be helpful and to suggest measures for the automation of these areas through digital/IT interventions.	As required from time to time
6.	Coordinate, organize and conduct stakeholder consultations on the subject matters pertaining to Digital & Emerging Technologies Wing.	As required from time to time
7.	In addition to these major tasks, the incumbent, being a senior technical officer of the Ministry will be handling a variety of inter-ministerial cases that require technical input and would also participate in relevant taskforces, working groups, review meetings, recruitment and other such activities as and when required.	As required from time to time

**DURATION:**

Appointment of the Director General (IT) shall initially be made on contract for three years which will be extendable for a further two years (year to year basis) on the recommendation of Performance Evaluation Committee in accordance with prescribed performance evaluation of MP Scale positions.

**DISQUALIFICATION:**

No person shall be eligible for appointment as Director General (IT), who:

- a) has been or is dismissed from service as a consequence of disciplinary proceedings;
- b) has been or is convicted, by a court of competent jurisdiction, for an offence involving moral turpitude;
- c) either at the time of appointment as Director General (IT) or thereafter during such appointment was not or is not a citizen of Pakistan; or
- d) Derived benefits from the National Reconciliation Ordinance, 2007 (LX of 2007).

**MANNER OF APPOINTMENT:**

- a) The appointment shall be made as per prescribed procedure of appointment in MP-II Scale position.
- b) The vacancy of the Director General (IT) shall be uploaded by the Ministry of IT and Telecom on its website and also advertised at least in two national leading newspapers of nation-wide circulation.
- c) A Scrutiny Committee shall be constituted with the approval of Secretary, IT and Telecom, for scrutiny of applications.
- d) The Selection Committee/Board for appointment in the MP Scale shall recommend three most suitable candidates out of the scrutinized/shortlisted candidates for approval of the Prime Minister.

**PAY PACKAGE:**

The Director General (IT) shall receive salary package of MP-II Scale in accordance with the Management Scale Policy as amended from time to time.

**LEAVE:**

The Director General (IT) shall earn leave in accordance with the Management Scales Policy.

**CONFLICT OF INTEREST:**

The Candidates for appointment as Director General (IT) shall seek retirement from his existing Department and post or his appointment shall be subject to acceptance of resignation from designated authority and shall not, during his term of office, engage himself in any other service, business, vocation or employment which may have any direct or indirect effect on his performance as DG (IT).

**DG (IT) TO BE PUBLIC SERVANT:**

The Director General (IT) appointed under these rules when acting or purporting to act in pursuance of any of the provisions of these rules shall be deemed to be a public servant within the meaning of section-21 of the Pakistan Penal Code (Act XLV of 1980).

**TERMINATION OF CONTRACT:**

The contract of Director General (IT) may be terminated by giving one month's notice on either side or payment of one month's basic pay in lieu thereof.

**MONITORING AND EVALUATION:**

The performance of Director General (IT) shall be monitored under the supervision of the Secretary through Member (Digital & Emerging Technologies) and Additional Secretary, MoITT.

**APPLICABILITY OF OTHER RULES:**

In respect of matters not specified here, the law, rules, and policies corresponding level of Civil Servants shall be applicable.

<http://www.moitt.gov.pk>

(Ejaz Ahmad)

Section Officer (Admn)

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