



PAKISTAN GEMS AND JEWELLERY DEVELOPMENT COMPANY



Ministry of Industries and Production, Government of Pakistan

A Company set up under section 42 of the Companies Ordinance, 1984

CAREER OPPORTUNITIES

Pakistan Gems and Jewellery Development Company (PGJDC) is a Public Sector Company working under the administrative control of the Ministry of Industries & Production, registered under Section 42 of Companies Act, 2017. PGJDC invites applications from energetic and experienced candidates for the below vacant positions purely on **Contract Basis**. Positions are required for **Islamabad, Lahore, Karachi, & Quetta offices**.

Advisor (Gem & Jewelry) (01)	Laser Marking Technician (02)
Chief Financial Officer (01)	Assistant Manager- Marketing (01)
Manager Marketing (01)	CAD/CAM Instructor (03)
Manager Trainings (01)	Jewelry Manufacturing Instructor (06)
Executive Secretary to CEO (01) - (Female)	Gemstone Lapidary Instructor (06)
Assistant Manager-Projects (02)	XRF Technician (02)
Management Associates (02)	Jade/Nephrite / Stone Carving Instructor (03)
Driver (01)	CAD/CAM Instructor (03)

Terms & Conditions: • Only shortlisted applicants will be invited for interview(s). The candidate shall not be entitled for any TA/DA while appearing for an interview. • Appointment will be made purely on merit. Detailed terms and conditions will be settled in the employment contract. PGJDC is an equal opportunity employer. Females are encouraged to apply. • **Application form, TORs of the positions and other details are available at www.pgjdc.org** • Applications by-hand shall not be accepted. Incomplete applications or applications received after the due date shall not be considered. • Successful candidate will be offered market-based competitive remuneration package commensurate with his/her academic and experience profile. • Any attempt to influence the recruitment & selection process or submission of fake/forged credentials shall disqualify the applicant from the whole process. • Filled Application form (**available on our website**) along with all educational credentials/experience Certificate and a **detailed CV, a recent color photograph, and a copy of CNIC** must be sent by post/courier within **15 days** of the publication of this advertisement. Please ensure that the **Position and Location applied for is clearly mentioned on the envelope. All those candidates who have already applied against our previous advertisement need not to apply again.** • NOC from candidates already working in Government / Public sector organization is required from respective organization. • Final selection will be subject to clearing the test / interview and submission of HEC verified degrees. • PGJDC reserves the right to accept/reject/increase/decrease any or all of the positions at any stage.

Manager Administration & HR

Pakistan Gems and Jewellery Development Company

Ground Floor, PIDC House, Dr. Ziauddin Ahmed Road, Karachi.

Website: www.pgjdc.org



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