



JOB OPPORTUNITY

National Transmission and Despatch Company Limited is a public limited Company incorporated under the Companies Ordinance 1984 (Now Companies Act, 2017). The Company owns and operates the high voltage transmission system in the Islamic Republic of Pakistan and the AJK. The Company is backing the economic growth of the Country through its excellent Transmission & Despatch network with optimum utilization of resources and by providing a rewarding workplace for the employees. The Company invites applications from energetic and experienced candidates (Citizen of Pakistan and AJK) for the following position in NTDC on contract basis (extendable on satisfactory performance but not to be regularized at any stage) detailed as under:

Post/BPS	Required Qualification & Experience	Upper Age Limit
CHIEF SECURITY OFFICER (BS-20)	<ul style="list-style-type: none"> The candidate must be a retired officer equivalent to BS-20 of the Pakistan Civil or Military Armed Forces preferably from fighting arms with robust health in Medical Category "A", Proven track record of leading from the front and maintain strong bonding with the men under his command, Experience in intelligence gathering and analysis will be an added advantage. 	55-Years

OTHER SKILLS

- Excellent communication, interpersonal, time management and presentation skills
- To have an eye for detail and a vision for introducing digital technology in the company's security system
- Strong leadership, conflict resolution skill with an instinct to pre-empt security breaches

REPORTING CHANNEL

- Chief Security Officer will report to Managing Director NTDC or any other designated officer.

JOB PROFILE

- To ensure security of all NTDC properties, assets and installations including Grid Stations and Transmission Lines,
- To liaison with all local security / law enforcement agencies,
- To ensure / impart relevant trainings / skills to the security staff under his command.
- To direct, monitor and control all activities related to security in NTDC to ensure that the laid down procedures are followed to protect the organization's assets.
- To assess security risks faced by the NTDC and facilitate and monitor the implementation of effective security risk management practices.
- To ensure execution and implementation of policies on security matters through regional Deputy Managers (Security).
- To maintain liaison with the government agencies related to security through Federal Inspection Team/Provincial Survey Team.
- To keep Managing Director abreast about security issues of NTDC and identify weak areas of security.
- To act as advisor/ coordinator for Ministry of Energy on all security related matters of NTDC.
- To represent or nominate representative of NTDC at meetings held with key point intelligence division, agencies of Federal/ Provincial Government with respect to security of installations/ formations of NTDC.
- To ensure that Government of Pakistan directives on security of foreigners are being implemented as required.

INSTRUCTIONS & GENERAL CONDITIONS

- The interested candidates are advised to **apply online** through the prescribed **Online Application Form** available at NTDC website (i.e., www.ntdc.com.pk/careers).
- Educational Degrees/ Certificates, experience certificates, CNIC, detailed CV and recent passport size photograph must be attached with the **Online Application Form**, accordingly.
- Online Applications** will be accepted till **15th May 2023**.
- Only shortlisted candidates will be invited for an interview. No TA/DA will be provided for the interview.
- The candidates appearing in the interview must bring their original credentials (CNIC, educational degrees/ certificates duly verified by HEC, and experience certificates and Departmental NOC in case the candidate is already working in government department / organization).
- Concealment of fact(s) and misleading information will disqualify the candidate at any stage of the recruitment and even after selection.
- NTDC is an equal opportunity employer.
- NTDC reserves all the rights to cancel or withhold this recruitment process at any stage without assigning any reason.

General Manager HR NTDC

Hall# 8, 2nd Floor, Shaheen Complex, Egerton Road, Lahore



JOB OPPORTUNITY

National Transmission & Despatch Company Limited is backing the economic growth of the Country through its excellent transmission & despatch network with optimum utilization of resources and by providing a rewarding workplace for the employees. The Company invites applications from energetic and experienced candidates for the position of Chief Information Officer on contract basis detailed as under:

CHIEF INFORMATION OFFICER

Functions, Responsibilities & Skills

- Implement Business Integration System (ERP) in co-ordination with consultant / donor agencies and apprise the management / BoD NTDC and ERP Steering Committee about progress of the project.
- Responsible for implementing, and maintaining comprehensive information and cyber security. Identifying risks, and implementing appropriate controls safeguard NTDC data. Develop and implement cybersecurity policies and procedures.
- Responsible for managing and maintaining the company's data center, ensuring maximum uptime and availability of all critical systems. Develops and implements policies and procedures to ensure the security and integrity of data.
- Evaluate NTDC business needs, objectives, and goals, searching solutions available in the market and designate procedures to best meet those needs for System Integration.
- Analyze NTDC complex business needs presented by the user community, clients and recommend technical solutions. Develop plans for implementation of new projects in coordination with Project Managers.
- Develop and implement all IT policies and procedures, including those for architecture, security, disaster recovery, standards, and purchase and support service provisions.
- Develop IT Training Plan and Maintain awareness of changing IT trends and regulations which might impact the company and take corrective actions as required.
- Participate in all hardware and software evaluations along with vendor contracts for Procurement/ Maintenance. Monitor contract performance to ensure that the company receives the best services as detailed in IT contracts.
- Develop business case justifications and cost and benefit analyses for IT spending and Initiatives.
- Develop IT Budget in consultation with the finance department.
- Ensure NEPRA regulatory compliance regarding IT function in the power sector.
- Any other work required by the Management / BoD regarding IT related issues.

Qualification, Experience & Age

- Bachelor's/Master's degree in Electrical / Computer Science, Software Engineering and Information Systems from an accredited foreign/local institution recognized by the HEC. Preference will be given to candidates with international experience. Candidates should have at least 20-years relevant experience including at least 03-year experience of successful ERP deployment in the recent past.
- Candidates may have SAP Implementation Experience preferably in Public Sector Entity and Implementation Experience of Project Management Methodology.
- Candidates should have a profile of CTO / CIO level or One Level Below, working with private / public sector company. Preference will be given to candidate having experience with multinational company.
- The candidate should be up to 55-years of age on the closing date of this advertisement

Remuneration & Tenure

- Market compatible package (negotiable as per qualification and experience) shall be offered to the external selected candidate. In case of selection of an internal candidate, existing pay and allowances drawn along with special allowance as per directions of the Board of Directors NTDC will be offered.
- The successful candidate will be offered three years contract extendable with mutual consent.

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- ii. Educational Degrees/ Certificates, experience certificates, CNIC, detailed CV and recent passport size photograph must be attached with the **Online Application Form**, accordingly.
- iii. **Online Applications** will be accepted till **15th May 2023**.
- iv. Only shortlisted candidates will be invited for an interview. No TA/DA will be provided for the interview.
- v. The candidates appearing in the interview must bring their original credentials (CNIC, educational degrees/ certificates duly verified by HEC, and experience certificates).
- vi. Concealment of fact(s) and misleading information will disqualify the candidate at any stage of the recruitment and even after selection.
- vii. NTDC is an equal opportunity employer, and females are encouraged to apply.
- viii. NTDC reserves all the rights to cancel or withhold this recruitment process at any stage without assigning any reason.

General Manager HR NTDC

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