

GOVERNMENT OF PAKISTAN

Ministry of Federal Education & Professional Training

(DAANISH SCHOOLS AUTHORITY)

VACANCY ANNOUNCEMENT

Applications are invited from qualified, motivated and dedicated professionals for appointment as Principals (on contract basis for two (02) years, extendable for a further two (02) years subject to satisfactory performance) and Teachers (on contract basis for three (03) years, extendable subject to satisfactory performance) for Daanish Schools at Bagh and Bhimber (AJK) and Ghanche, Sultanabad and Astore (Gilgit-Baltistan). The appointments shall be made on contract basis, on merit, against the eligibility criteria given below. Applications shall be submitted **ONLINE ONLY** through the Education Testing Council (ETC). Applicants from all over Pakistan, including Azad Jammu & Kashmir and Gilgit-Baltistan, are eligible to apply for the said posts purely on open merit.

A. PRINCIPALS

Sr.	Post	Scale / Package	No. of Posts	Qualification	Experience / Credentials	Age
1	Principal	DS-20 equivalent pay package + one (01) basic pay per month	05 (One for each school)	Minimum 16 years education / Master's degree (at least 2nd Division) from an HEC-recognized educational institution.	• Minimum seventeen (17) years' experience as a Principal or senior faculty member, preferably in a reputable institution. • Strong leadership and managerial capabilities with ability to command/inspire. • In-depth knowledge of school administration, including holistic grooming and personality development of faculty and students. • Proficiency in managing key operational	Up to 63 years

					functions of a state-of-the-art school, including curriculum development, hiring of teachers and other ancillary duties. • Proficiency in English communication is required.	
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B. TEACHING POSTS

Sr.	Post	Scale	Posts	Required Qualification / Credentials	Age
1	Mathematics Teacher	DS-16 + one additional basic pay	04 per school (02 Male / 02 Female)	• 16 years' education (Master's / BS / BSc (Hons) / BA (Hons)) in Mathematics, minimum 2nd Division; where CGPA is prescribed, minimum 2.50/4.00 or 3.50/5.00, from an HEC-recognized institution. • M.Ed./B.Ed. will be given due advantage. • Good English communication skills.	Up to 50 years
2	English Teacher	DS-16 + one additional basic pay	04 per school (02 Male / 02 Female)	• 16 years' education (Master's / BS / BSc (Hons) / BA (Hons)) in English Language / Literature / TEFL / TESL / TESOL, minimum 2nd Division; where CGPA is prescribed, minimum	Up to 50 years

				2.50/4.00 or 3.50/5.00, from an HEC-recognized institution. • M.Ed./B.Ed. will be given due advantage. • Sound knowledge of English grammar and composition; excellent written and verbal communication skills.	
3	Urdu Teacher	DS-16 + one additional basic pay	04 per school (02 Male / 02 Female)	• 16 years' education (Master's / BS / BSc (Hons) / BA (Hons)) in Urdu, minimum 2nd Division; where CGPA is prescribed, minimum 2.50/4.00 or 3.50/5.00, from an HEC-recognized institution. • M.Ed./B.Ed. will be given due advantage. • Sound knowledge of Urdu grammar and composition; excellent Urdu writing and verbal communication skills.	Up to 50 years
4	Chemistry Teacher	DS-16 + one additional basic pay	04 per school (02 Male / 02 Female)	• 16 years' education (Master's / BS / BSc (Hons) / BA (Hons)) in Chemistry or Biochemistry, minimum 2nd Division; where CGPA is	Up to 50 years

				prescribed, minimum 2.50/4.00 or 3.50/5.00, from an HEC-recognized institution. • M.Ed./B.Ed. will be given due advantage. • Good English communication skills.	
5	Physics Teacher	DS-16 + one additional basic pay	04 per school (02 Male / 02 Female)	• 16 years' education (Master's / BS / BSc (Hons) / BA (Hons)) in Physics, minimum 2nd Division; where CGPA is prescribed, minimum 2.50/4.00 or 3.50/5.00, from an HEC-recognized institution. • M.Ed./B.Ed. will be given due advantage. • Good English communication skills.	Up to 50 years
6	Biology Teacher	DS-16 + one additional basic pay	04 per school (02 Male / 02 Female)	• 16 years' education (Master's / BS / BSc (Hons) / BA (Hons)) in Biology / Biological Sciences, minimum 2nd Division; where CGPA is prescribed, minimum 2.50/4.00 or 3.50/5.00, from an HEC-recognized institution. • M.Ed./B.Ed. will be given due advantage.	Up to 50 years

				• Good English communication skills.	
7	Islamiyat Teacher	DS-16 + one additional basic pay	04 per school (02 Male / 02 Female)	• 16 years' education (Master's / BS / BSc (Hons) / BA (Hons)) in Islamiyat / Islamic Studies / Shahadat-ul-Alamia from Wafaq-ul-Madaris / Tanzeem-ul-Madaris, minimum 2nd Division; where CGPA is prescribed, minimum 2.50/4.00 or 3.50/5.00, from an HEC-recognized institution. • M.Ed./B.Ed. and courses in Islamiyat/Arabic will be given due advantage. • Good English communication skills.	Up to 50 years
8	Social Studies Teacher	DS-16 + one additional basic pay	04 per school (02 Male / 02 Female)	• 16 years' education (Master's / BS / BSc (Hons) / BA (Hons)) in History / Social Studies / Pakistan Studies / International Relations / Political Science, minimum 2nd Division; where CGPA is prescribed, minimum 2.50/4.00 or 3.50/5.00, from an HEC-recognized	Up to 50 years

				institution. • M.Ed./B.Ed. will be given due advantage. • Good English communication skills.	
9	General Science Teacher	DS-16 + one additional basic pay	04 per school (02 Male / 02 Female)	• 16 years' education (Master's / BS / BSc (Hons) / BA (Hons)) in Biology / Physics / Chemistry, minimum 2nd Division; where CGPA is prescribed, minimum 2.50/4.00 or 3.50/5.00, from an HEC-recognized institution. • M.Ed./B.Ed. will be given due advantage. • Good English communication skills.	Up to 50 years
10	Computer Science Teacher	DS-16 + one additional basic pay	04 per school (02 Male / 02 Female)	• 16 years' education (Master's / BS / BSc (Hons) / BA (Hons)) in Computer Sciences / Software Engineering / MCS / IT, minimum 2nd Division; where CGPA is prescribed, minimum 2.50/4.00 or 3.50/5.00, from an HEC-recognized institution. • M.Ed./B.Ed. will be given due advantage. • Good English communication	Up to 50 years

				skills.	
11	Fine Arts Teacher	DS-16 + one additional basic pay	04 per school (02 Male / 02 Female)	• 16 years' education (Master's / BS / BSc (Hons) / BA (Hons)) as applicable in Fine Arts, minimum 2nd Division; where CGPA is prescribed, minimum 2.50/4.00 or 3.50/5.00, from an HEC-recognized institution. • Good English communication skills.	Up to 50 years
12	Geography Teacher	DS-16 + one additional basic pay	04 per school (02 Male / 02 Female)	• 16 years' education (Master's / BS / BSc (Hons) / BA (Hons)) in Geography, minimum 2nd Division; where CGPA is prescribed, minimum 2.50/4.00 or 3.50/5.00, from an HEC-recognized institution. • M.Ed./B.Ed. will be given due advantage. • Good English communication skills.	Up to 50 years
13	Montessori / General Teacher	DS-16 + one additional basic pay	04 per school (02 Male / 02 Female)	• 16 years' education (Master's / BS / BSc (Hons) / BA (Hons)) in Relevant Master's degree, minimum 2nd Division; where CGPA is prescribed, minimum	Up to 50 years

				2.50/4.00 or 3.50/5.00, from an HEC- recognized institution. • Montessori Training Diploma / Certificate will be given due advantage. • Good English communication skills.	
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IMPORTANT INSTRUCTIONS:

1. Recruitment shall be made purely on merit.
2. A Principal appointed by the Authority shall be liable to serve at any Daanish School anywhere in Pakistan, as may be determined by the Competent Authority.
3. Only shortlisted eligible candidates shall be called for test and/or interview, as applicable.
4. No TA/DA shall be admissible for test/interview.
5. The Competent Authority reserves the right to increase/decrease the number of posts, withhold appointment against any advertised post, or cancel the recruitment process at any stage without assigning any reason.
6. The recruitment process shall be conducted through the Education Testing Council (ETC), Higher Education Commission (HEC).
7. Candidates shall apply ONLINE ONLY through the ETC/HEC online application portal. No hard-copy application shall be accepted unless specifically required by ETC/HEC.
8. Candidates shall follow the instructions, fee payment mechanism, document-upload requirements and test-related directions displayed on the ETC/HEC portal. Applicants are advised to regularly visit the ETC/HEC portal and the Ministry/Daanish Schools Authority website for roll-number slips, test schedule, results, interview notices and other announcements.
9. Serving Government / Semi-Government / Autonomous Body employees shall apply through proper channel and shall produce NOC at the time prescribed by the recruiting authority.
10. The last date for submission of online applications shall be fifteen (15) days from the date of publication of this advertisement.

HOW TO APPLY

- Interested candidates can apply online by registering themselves on <http://etc.hec.gov.pk>. The registration process must be completed by pressing the "SUBMIT" button for the online application before the 4 pm deadline of registration closing date given on the portal.

- During the online registration process, all the required information must be entered correctly with due diligence. A mobile number ported from the original mobile company must not be provided.
- Application received by hand or through courier / email shall not be accepted / entertained.
- The candidates should make sure before appearing in the examination / test that they are eligible in all respects for the post applied for.
- In case of any difficulty during the online registration, please visit <http://onlinehelp.hec.gov.pk> or visit HEC Secretariat or contact HEC regional offices for guidance.
- Kindly check your personal details such as name, CNIC number, cell number etc. before submitting your application. Candidates will not be allowed to sit in the test if there is any difference between CNIC and application data.
- Candidates who have registered or applied using the CNIC of their parents, siblings, relatives, or any other individual are not permitted to sit in the test.
- Only SUBMITTED applications will be considered. Applications in SAVE or INCOMPLETE mode will not be entertained.
- A fee of Rs. 1,200 shall be paid through the 1link/1Bill Invoice Payment Service using the generated consumer number.
- After depositing the fee through 1link/1Bill Invoice, click on Verify Online Payment on ETC Dashboard.
- The test fee is non-refundable and non-transferable.
- Email / SMS will be sent to the registered applicants for examination date, time, and venue. Candidates are required to provide a valid email / mobile number while filling their online application forms. SMS shall not be sent to the mobile numbers that have been converted from one network to another network.
- The candidates must get queries/complaints resolved before the closure of the web registration portal. Queries/complaints handling beyond the registration deadline is denied by the system due to logistics/security reasons.
- Taking a mobile or any calculating, recording, communication, or imaging electronic device inside the test center, as well as uploading or sharing the images of question book is strictly prohibited and an offence liable to be punished as per the ETC-HEC rules.

Note: It is Mandatory to bring along the Original CNIC / Original Passport on the test day with the Roll No. slip issued by ETC via email or downloaded from the candidate's portal, otherwise the candidate shall not be allowed to sit in the exam.

Abdul Kabir Khan Khalil
 Section Officer (Daanish)
 Office No. 207, 2nd Floor, Block C, Pak Secretariat
 Ministry of Federal Education & Professional Training
 Islamabad