

- Employees from Government Institutes must send their application along with fresh NOC, issued by the concerned department.



PAKISTAN KIDNEY AND LIVER INSTITUTE AND RESEARCH CENTER



Pakistan Kidney and Liver Institute and Research Center (PKLI & RC) is working as a corporate body through Pakistan Kidney and Liver Institute and Research Center Act 2019 (the Act) passed by the Provincial Assembly of Punjab. PKLI & RC is overseen by an independent Board of Governors constituted through the said Act.

We are pleased to offer following positions for qualified candidates:

PKLI&RC - Lahore

Medical Services

MSA

Sr. #	Designation	No. of Posts	Qualification	Experience
1	Medical Officer	20	MBBS PMC Certification	One year house job experience

General Sugary

Sr. #	Designation	No. of Posts	Qualification	Experience
1	Consultant Vascular Surgeon (Part time/Full time)	1	MBBS or equivalent degree as per PMDC + American Board Certified in relevant field or MRCP/FRCS/CCT / European boards or MS/MD/FCPS with 3 years post fellowship experience or equivalent.	Level I: Less than 5 years Level II: 5 – 10 years Level III: 10 – 15 years Level IV: More than 15 years Experience in relevant field will be preferred

Bone Merrow Transplant

Sr. #	Designation	No. of Posts	Qualification	Experience
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1	Consultant Clinical Hamatologist/ BMT (Adult / Paeds)	2	MBBS or equivalent degree as per PMDC + American Board Certified in relevant field or MRCP/FRCS/CCT / European boards or MS/MD/FCPS Clinical Hematology with 3 years post fellowship experience in BMT or equivalent.	Level I: Less than 5 years Level II: 5 – 10 years Level III: 10 – 15 years Level IV: More than 15 years Experience in relevant field will be preferred
2	Senior Registrar	2	MBBS PMC Certification FCPS in Clinical Hematology/Pediatric Hematology Oncology	Fresh
3	Registrar	2	MBBS PMC Certification FCPS Part 1 and completion of CPSP training in Clinical Hematology/Pediatric Hematology Oncology	Completed all training requirements for FCPSII or equivalent
4	Clinical Coordinators	1	BSN/General Nursing Diploma/Bachelor's (Hons)/Masters Degree in any discipline	2 Years professional Post Qualification experience in Healthcare Sector
5	Admin Coordinator	1	Bachelors/Masters	Fresh

Critical Care

Sr. #	Designation	No. of Posts	Qualification	Experience
1	Senior Registrar	1	MBBS PMC Certification FCPS Complete in Medicine/Anesthesia or equivalent	Fresh
2	Registrar	4	MBBS PMC Certification FCPS Part 1 and completion of CPSP training complete in Medicine/Anesthesia or equivalent	Completed all training requirements for FCPSII or equivalent
3	Office Aid	1	Matric	01 year relevant post qualification experience

Anesthesia

Sr. #	Designation	No. of Posts	Qualification	Experience
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1	Consultant Anesthesia	1	MBBS or equivalent degree as per PMDC + American Board Certified in relevant field or MRCP/FRCS/CCT / European boards or MS/MD/FCPS Anesthesia with 3 years post fellowship experience or equivalent.	Level I: Less than 5 years Level II: 5 – 10 years Level III: 10 – 15 years Level IV: More than 15 years Experience in Pediatrics Liver transplant will be preferred
2	Clinical Fellow	5	FCPS Anesthesia or equivalent	Fresh
3	Registrar	12	MBBS PMC Certification FCPS Part 1 and completion of CPSP training in Anesthesia or equivalent	Completed all training requirements for FCPSII or equivalent
Hepatobiliary & Liver Transplant				
Sr. #	Designation	No. of Posts	Qualification	Experience
1	Transplant Coordinators	5	BSN/General Nursing Diploma/Bachelor's (Hons)/Masters Degree in any discipline	2 Years professional Post Qualification experience in Healthcare Sector
Kidney Transplant				
Sr. #	Designation	No. of Posts	Qualification	Experience
1	Clinical Fellow	2	FCPS in Urology or equivalent	Fresh
Infection Prevention				
Sr. #	Designation	No. of Posts	Qualification	Experience
1	Infection Preventionist	2	Bachelor's/Masters in Clinical Microbiology/BSN/Diploma in General Nursing with 1 year specialized diploma.	1 year relevant Post Qualification experience
Pediatrics Gastroenterology				
Sr. #	Designation	No. of Posts	Qualification	Experience

1	Consultant Pediatrics Gastroenterology	1	MBBS or equivalent degree as per PMDC + American Board Certified in relevant field or MRCP/FRCS/CCT / European boards or MS/MD/FCPS with 3 years post fellowship experience or equivalent.	Level I: Less than 5 years Level II: 5 – 10 years Level III: 10 – 15 years Level IV: More than 15 years Experience in Relevant field will be preferred Candidate with pediatrics liver transplant experience will be preferred
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Medical Record

Sr. #	Designation	No. of Posts	Qualification	Experience
1	Senior Manager Medical Records	1	Bachelor's (Hons)/ Master's degree preferably in Health Administration/Master in Public Health or equivalent	8 years total with minimum 4 years post qualification relevant experience
2	Assistant Manager	1	Bachelor's (Hons)/ Master's degree preferably in Health Administration/Master in Public Health or equivalent	5 years total with minimum 1 year post qualification relevant experience
3	Medical Record Reviewer Physician	1	MBBS or equivalent degree with a valid license to practice medicine in Pakistan (PMC)	Fresh
4	Medical Record Reviewer Nurse/Physio	1	BScN/3 Years general nursing diploma + Midwifery/Any other specialization with valid Registration PNC	Fresh
5	Health Data Analyst	1	Bachelor's/Bachelor (Hons)/Master's Degree (Computer Sciences, Bio-Statistics/Mathematics/Statistics/Bioinformatics/Computational Statistics)	2 years relevant overall and 1 year post qualification experience with preferably use of advance tools and technologies (Excel, PowerBI, SQL, R, SPSS, AI)
6	Medical Record Coder (Inpatient/Outpatient)	6	Graduation (Bachelor's Degree)	4 years relevant experience
7	Medical Record Technician	7	Graduation (Bachelor's Degree)	3 years relevant experience

8	Archive Technician	3	Graduation (Bachelor's Degree)	3 Years relevant experience
9	Filing Clerk	2	F.A / F.Sc	1 year relevant experience
10	Transporter	2	Matric	Fresh

Nursing

Sr. #	Designation	No. of Posts	Qualification	Experience
1	Nurse Manager	3	BSCN/General Nursing + Specialization In Any Field of Nursing + Post Rn. Hospital Management Course Will Be Preferred	10-12 Years Overall Experience in the field of Nursing out of which 3-4 Experience must required in a Managerial Position
2	Head Nurse	5	BSCN/General Nursing + Specialization In Any Field of Nursing / Post Rn Preferably	7-9 Years Overall Experience in the field of Nursing out of which 3- 4 Years Experience Required as a Leading Role
3	Nurse Instructor (Nursing Education Service)	3	BSCN/General Nursing + Specialization In Any Field of Nursing + Post Rn	03-05 Years Overall Experience in the field of Nursing out of which 01- 02 Years of Experience Required As a Clinical Teaching
4	Nursing Assistant	50	Matric/FA/FSC + 01 Year Diploma / Certificate in Clinical Nursing Assistant	Fresh
5	Office Aide	2	Matric	1 Year Relevant Experience

Pathology

Sr. #	Designation	No. of Posts	Qualification	Experience
1	Phlebotomist	13	FA / FSc. + Lab Technician Diploma is Mandatory	1 Year Relevant Post Qualification Experience

Non - Clinical Staff

Medical Directorate

Sr. #	Designation	No. of Posts	Qualification	Experience
1	Clinical Governace Coordinator	1	MBBS/BDS/Pharm D/Master in Public Health/Master in Health Administration or equivalent	2 years of post-qualification experience in Clinical Governance/Healthcare Administration/Quality Data Analyst/Quality Improvement and Patient Safety
2	Data Analyst	1	Bachelor's (Hons) or Master's Degree in Information Technology/Biostatistics/Master in Health Administration/Master in Public Health/Bioinformatics or equivalent	2 years relevant post qualification experience

Human Resource

Sr. #	Designation	No. of Posts	Qualification	Experience
1	Associate Manager	1	Master's degree/Bachelor's Degree (Hons) with specialization in Human Resources/Management/LLB from HEC recognized Institute International Certification in Human Resources will be an advantage	5 years HR experience out of which 2.5 years post qualification experience in the Human Resource
2	Senior Executive	3	Master's degree/Bachelor's Degree (Hons) with specialization in Human Resources/Management from HEC recognized Institute International Certification in Human Resources will be an advantage	4 years HR experience out of which 1 year post qualification experience is required
3	Executive	3	Master's degree/Bachelor's Degree (Hons) with specialization in Human Resources/Management from HEC recognized Institute International Certification in Human Resources will be an advantage	2 years HR experience out of which 1 year post qualification experience is required

Finance

Sr. #	Designation	No. of Posts	Qualification	Experience
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1	General Manager	1	CA/CMA/Masters in Finance or equivalent	10 years relevant experience out of which 7 years post qualification experience preferably in admission and discharge/credit and collection/patient billing
2	Senior Manager	1	CA/CMA/ACCA/Masters in Finance or equivalent	8 years relevant experience out of which 4 years post qualification experience
3	Manager	1	Masters in Finance or equivalent/CA inter/CAF/ACCA qualified	6 years relevant experience out of which 3 years post qualification experience
4	Accounts Executives	3	Bachelor's (Hons)/ Master in Finance or equivalent/CA Inter/CAF/ICMA inter/ACCA (2nd stage completed)	2 years relevant experience out of which 1 year post qualification experience
5	Finance Coordinator (Financial Councillor)	2	B.Com/MBA Finance /M.Com	B.com with minimum 2 years MBA Finance/M.Com Fresh
6	Billing Executives (A&D Rep.)	9	Bachelors degree preferably B.Com	2 years relevant experience out of which 1 year post qualification experience
7	Billing Executives (CCO)	21	Bachelors degree preferably B.Com	2 years relevant experience out of which 1 year post qualification experience
8	Office Aide	1	Matric	1 year relevant experience

Marketing

Sr. #	Designation	No. of Posts	Qualification	Experience
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1	Assistant Manager Resouce Mobilization	1	Master's degree/Bachelor's (Hons) Degree in any discipline from HEC recognized Institute	5 years relevant experience out of which 1 year post qualification experience
2	Assistant Manager Fundraising	2	Master's degree/Bachelor's (Hons) Degree in any discipline from HEC recognized Institute	5 years relevant experience out of which 1 year post qualification experience
3	Senior Executive Fundraising	2	Master's degree/Bachelor's (Hons) Degree in any discipline from HEC recognized Institute	4 years relevant experience out of which 1 year post qualification experience

Facility Management Services

Sr. #	Designation	No. of Posts	Qualification	Experience
1	Manager HSE	1	Bachelor's (Hons) or Master's degree in Engineering	6 years relevant experience out of which 3 years post qualification experience
2	Engineer Electrical	1	Bachelor's (Hons)/Master Degree in Electrical Engineering PEC Registration is required	02 years post qualification experience
3	BMS Technician	3	Middle/Matric or Diploma (Higher education will be preferred)	03 years relevant experience from recognized institute or 1 - 5 years relevant post qualification experience from recognized institute
4	Electrical Technician	1	Middle/Matric or Diploma (Higher education will be preferred)	03 years relevant experience from recognized institute or 1 - 5 years relevant post qualification experience from recognized institute

5	Technician Plant Side	4	Middle/Matric or Diploma (Higher education will be preferred)	03 years relevant experience from recognized institute or 1 - 5 years relevant post qualification experience from recognized institute
6	Technician Air Side	3	Middle/Matric or Diploma (Higher education will be preferred)	03 years relevant experience from recognized institute or 1 - 5 years relevant post qualification experience from recognized institute
7	Draftsman	1	DAE Civil	2 years relevant post qualification experience
8	Coordinator	2	Bachelor's or Master's degree	Fresh
9	Tailor	1	Primary/Middle	3 year relevant post qualification experience

Financial Screening

Sr. #	Designation	No. of Posts	Qualification	Experience
1	General Manager	1	MBBS/Bachelor's (Hons) / Master's Degree in Healthcare related field from HEC recognized institute	10 years experience out of which 7 years post qualification experience in Healthcare/ Hospital Management/Corporate/Business Management/Customer Services Relationship/Financial Screening

Legal

Sr. #	Designation	No. of Posts	Qualification	Experience
1	Assistant Law Officer	1	LLB / LLM	3 years relevant post qualification experience

QIPS

Sr. #	Designation	No. of Posts	Qualification	Experience
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1	Director	1	<p>Bachelor's (Hons)/ Master's/MSc. in Healthcare Quality/Patient Safety/Quality Management or equivalent Or MBBS/BSN/BDS/Pharm D/Bachelors of Rehabilitation/Master's/MSc. In Clinical Science subjects or equivalent/MBA with Certificate /Diploma in Quality Management.</p> <p>Candidates with updated CPHQ / CPPS / CMQ / CHRM / CIC / CPIC Certificate(s) will be preferred.</p>	<p>10 years of post qualification quality related experience out of which 5 years in leading role experience</p> <p>The experience of serving at any Joint Commission recognized Organization will be preferred.</p>
2	Senior Manager	1	<p>Bachelor's (Hons)/ Master's/MSc. in Healthcare Quality/Patient Safety/Quality Management or equivalent Or MBBS/BSN/BDS/Pharm D/Bachelors of Rehabilitation/Master's/MSc. In Clinical Science subjects or equivalent/MBA with Certificate /Diploma in Quality Management.</p> <p>Candidates with updated CPHQ / CPPS / CMQ / CHRM / CIC / CPIC Certificate(s) will be preferred.</p>	<p>8 years total out of which 04 years post qualification experience in leading role</p> <p>The experience of serving at any Joint Commission recognized Organization will be preferred.</p>
3	Manager	1	<p>Bachelor's (Hons)/ Master's/MSc. in Healthcare Quality/Patient Safety/Quality Management or equivalent Or MBBS/BSN/BDS/Pharm D/Bachelors of Rehabilitation/Master's/MSc. In Clinical Science subjects or equivalent/MBA with Certificate /Diploma in Quality Management.</p> <p>Candidates with updated CPHQ / CPPS / CMQ / CHRM / CIC / CPIC Certificate(s) will be preferred.</p>	<p>6 years total with minimum 3 years post qualification experience</p>
4	Executive	2	<p>Bachelor's (Hons)/Master's/MSc. In Clinical Science subjects/Management related field preferably Certificate/Diploma in Quality Management.</p>	<p>2 years total with minimum 1 year post qualification Experience</p>

Pharmacy

Sr. #	Designation	No. of Posts	Qualification	Experience
1	Chief Of Pharmacy	1	Masters in Clinical Pharmacy /Pharmacology or Pharm D (Preferably from a foreign university) Valid Licensure from Pharmacy Council	More than 10 years of post qualification experience with 5 years of experience in leading role.
2	Manager	1	Masters in Clinical Pharmacy /Pharmacology or Pharm D (Preferably from a foreign university) Valid Licensure from Pharmacy Council	6 years relevant experience out of which 3 years post qualification experience
Administration				
Sr. #	Designation	No. of Posts	Qualification	Experience
1	General Manager Operations	1	MBA/MPA/Master/MS in Hospital Management / Health service management/Public Health from HEC recognized University. Valid Certification in Project Management, Healthcare Quality and Quality Management Systems will be an additional advantage	10 years relevant experience out of which 7 years post qualification experience, preferably in healthcare.

- Competitive salaries will be offered
- Candidates must upload all required documents (Qualification, Experience Certificates, Valid License & NOC (If applicable)) on the application portal.
- Incomplete application will not be considered.
- Shortlisted candidates must bring all original & 1 set of copies at the time of interview.
- Only shortlisted candidates will be contacted. No TA/ DA will be admissible for the interview.
- PKLI&RC has the right to revoke/increase/decrease the number of positions at any time based on its need.
- Candidate who do not meet the selection criteria, need not to apply.
- Apply online job portal at: <https://jobs.pkli.org.pk:440/>.
- Only ONLINE application will be entertained.
- Employees from Government Institutes and Internal candidate must attach their application along with fresh NOC, issued by the concerned department.
- Application after the due date will not be entertained.
- The applicants who have applied earlier need to apply again.

- The candidates who will not fulfil the required eligibility criteria can be cancelled at any stage during the process of selection or subsequently.
- Education, experience and age will be calculated on the closing date of the advertisement.
- Consultants may apply on below mentioned email by sending CV, all educational documents, experience certificates and fee slip at Talent.Acquisition@pkli
- Consultant positions have no age limit to apply. For other positions applicant must be 18-62 years old.
- Deposit an application processing fee of Rs.3,000/- (non-refundable) for doctors and Rs.1000/- (non-refundable) for other positions, against each respective post through bank deposit slip at Bank of Punjab, Account No. 6580008550400058 OR deposit the same amount in ONLINE account PK51BPUN6580008550400058 under account title Pakistan Kidney and Liver Institute and Research Center.

Note: The application fee is paid through "Raast online transfer app" temporarily, are not acceptable.

- Upload screenshot of online transaction or picture of bank slip while applying for an online position
- PKLI&RC is an 'Equal Opportunity Employer'.
- The last date to apply is February 04, 2025.

Human Resource Department Pakistan Kidney and Liver Institute and Research Centre (PKLI & RC)

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