



PAKISTAN KIDNEY AND LIVER INSTITUTE AND RESEARCH CENTER

Pakistan Kidney and Liver Institute and Research Center (PKLI & RC) is working as a body corporate 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.

PKLI&RC-Rawalpindi is pleased to offer following positions for qualified candidates

PKLI&RC - Rawalpindi

Clinical Staff

Sr. #	Designation	No. of Posts	Qualification	Experience
1	Consultant Anesthesia	1	Valid Licensure with PM&DC/PMC MBBS (or equivalent) American Board Certified/MRCP/FRCS/FRCP/European boards (or equivalent) or MS/MD/FCPS/FCPS-2nd Fellowship (or equivalent) Or MCPS/European Diploma in relevant specialty with 3 years post qualification experience	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	Registrar	1	FCPS all requirement completed for final exam/ equivalent	Completed all training requirements for FCPS-II or equivalent in relevant specialty
3	Sr. Anaesthesia Tech	1	Matric + 2 year Diploma of Anesthesia or FA/FSC + 2 year Diploma of Anesthesia or BA/BSC + 2 year Diploma of Anesthesia or BSc (Relevant Specialty)	5 year minimum

Paediatrics

4	Paediatric Gastroenterology Consultant	1	MBBS or equivalent degree as per PM&DC with Valid PM&DC registration. + American Board Certified in relevant field or MRCP/FRCP/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
5	Paediatric Nephrology Consultant	1	MBBS or equivalent degree as per PM&DC with Valid PM&DC registration. + American Board Certified in relevant field or MRCP/FRCP/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

Critical Care

6	Consultant Criticalcare	1	Valid Licensure with PM&DC/PMC MBBS (or equivalent) American Board Certified/MRCP/FRCS/FRCP/European boards (or equivalent) or MS/MD/FCPS/FCPS-2nd Fellowship (or equivalent) Or MCPS/European Diploma in relevant specialty with 3 years post qualification experience	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
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Urology

7	Consultant Urology	1	MBBS or equivalent degree as per PM&DC with Valid PM&DC registration. + American Board Certified in relevant field or MRCS/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
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Pathology

8	Consultant Pathology (Microbiologist)	1	MBBS or equivalent degree as per PM&DC with Valid PM&DC registration. + American Board Certified in relevant field or FRCPath with/without CCST Certification/CCT 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
9	Manager	1	Master's degree/bachelor's degree (Hons) in Medical Laboratory Technology	6 years relevant experience out of which 3 years post qualification experience
10	Medical Technologist	2	Bachelor's (Hons) / Masters MLT	1 Year post qualification Experience
11	Pathology Technician	2	FA/F. Sc with Medical Lab technician Diploma or BSc in relevant Specialty (Institute must be affiliated with Punjab Medical Faculty)	3-5 years post qualification experience from reputed organization
12	Sr. Phlebotomist	1	FA/FSc. Lab technician Diploma is mandatory	1 year Experience in relevant field
13	Lab Store Incharge	1	Bachelor's degree or equivalent	5-year experience in healthcare environment

Nephrology

14	Dialysis Technician	8	FA / FSC + Diploma BA / BSc + Diploma BSc (Relevant Specialty)	1-5 years relevant experience
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Radiology

15	Registrar	2	FCPS all requirement completed for final exam/ equivalent	Completed all training requirements for FCPS-II or equivalent in relevant specialty
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16	Manager	1	MBA, MPA, Master in social sciences or equivalent.	6 years relevant experience out of which 3 years post qualification experience
17	Filing Room Technician	1	F.A/B.A	3 years as Representative in a reputed organization or equivalent.
18	Senior Radiographer / Technician	1	BSc in Medical Imaging/ Diploma in Radiography/2 Years SIH Radiology	5 Years relevant experience
Rehabilitation				
19	Physiotherapist	2	BSPT/DPT/MSPT/PPDPT	2 years relevant post qualification experience
OR				
20	Sr. OT Technician	2	Matric + Diploma FA/FSC+ Diploma BA/BSC + Diploma BSc (Relevant Specialty)	5 years relevant experience
21	Sr. CSSD Technician	1	Matric + Diploma FA/FSC + Diploma BA/BSC + Diploma BSc (Relevant Specialty)	5 years relevant experience
HPB & Liver Transplant				
22	Clinical Coordinator	2	BSN/General Nursing Diploma/Bachelor's (Hons) / Master's Degree in any discipline	2 Years relevant Post Qualification in Health Care Sector
Kidney Transplant				
23	Clinical Coordinator	2	BSN/General Nursing Diploma/Bachelor's (Hons) / Master's Degree in any discipline	2 Years relevant Post Qualification in Health Care Sector
Internal Medicine				
24	Echo Cardiographer	1	Masters in Medical Imaging Technology or equivalent	Experience in Adult & Paeds Echo
Nursing				
25	Associate Director Nursing	1	Master Science in Nursing Master's degree in Hospital Management/ Public Health will be preferred. Valid License PN & MC Registration. ACLS, BLS (Preferably)	1) More than 10 years overall progressive Nursing Administrative and Clinical experience, (i)At least 5 years of leadership experience in Nursing Management in medium to large hospital. (6) An applicant having work experience in JCI Accreditation hospital shall be preferred
26	Nurse Instructor (Nursing Education Service)	1	Bachelor's degree /Post RN, Preferably MSN	At least 05-08 years
27	Coordinator (Nursing Education Services)	1	Bachelors/Master's Degree (Preferably with computer skill)	At least 1 to 2 years' experience.
Food and Nutrition Services (FNSD)				
28	Clinical Dietitian	2	Bachelor's Hons/M.Sc. Food & Nutrition or Human Nutrition	One year experience as clinical dietician or in relevant setting.
Medical Record				
29	Manager	1	Bachelor's (Hons) or Master's degree in relevant subject	6 years relevant experience out of which 3 years post qualification experience
30	Assistant Manager	1	Bachelor's (Hons)/Masters Degree from HEC recognized Institute	5 years relevant experience out of 1 which year post qualification experience, preferably in (healthcare)
31	Archive Technician	2	Graduation (Bachelor's Degree)	03 year relevant
32	Medical Record Coder(Inpatient/Outpatient)	2	Graduation (Bachelor's Degree)	4 years relevant experience
33	Filing Clerk	1	F.A/F.Sc	1 year relevant experience
Non - Clinical Staff				
Project Director Office				
34	Assistant Manager	1	Bachelor's (Hons)/Masters Degree from HEC recognized Institute	5 years relevant experience out of 1 which year post qualification experience, preferably in (healthcare)
Human Resource				
35	Assistant Manager	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	At least 5 Years relevant experience out of which 1 years post qualification experience is required.
36	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
37	Executive	4	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 relevant experience out of which 1 years post qualification experience is required.
38	Officer	1	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	Fresh /4-6 weeks of internship in the HR department will be an advantage
Administration				
39	General Manager	1	MBBS/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.
40	Senior Manager	1	Bachelor's (Hons)/Masters Degree from HEC recognized Institute . Preferably in relevant subject	08 Years total out of which six years post qualification experience.
41	Assistant Manager	2	Bachelor's (Hons)/Masters Degree from HEC recognized Institute	5 years relevant experience out of 1 which year post qualification experience, preferably in (healthcare)
42	Executive	2	Bachelor's (Hons)/Masters Degree from HEC recognized Institute . Preferably in relevant subject	2 Years total with minimum 01 year post qualification experience in relevant department preferably healthcare
43	Coordinator	1	Graduation	1 Year of Experience
44	Customer Services Representative	5	Graduation	Fresh
FMS				
45	Assistant Manager Biomedical (FMS)	1	Bachelors of Engineering (Electrical/Communication /Biomedical)	5 years relevant experience out of 1 which year post qualification experience, preferably in (healthcare)

46	Engineering Assistant/Head Tech Electrical/Mechanical/Biogas	3	Diploma in Electrical/Mechanical	5 Years' relevant Post qualification experience
47	Quantity Surveyor	1	DAE Civil/Quantity Surveying Diploma/Draftsman Diploma	10 Years
48	Drafts Man	1	Diploma in relevant field	Minimum 3 Years Experience
Marketing				
49	Manager	1	Bachelor's (Hons) or Master's degree in relevant subject	6 years relevant experience out of which 3 years post qualification experience
50	Assistant Manager	1	Bachelor's (Hons) / Master's degree in Marketing	5 Years relevant post qualification experience
51	Executive	1	Bachelor's (Hons)/Masters Degree in Marketing/Communication from HEC recognized Institute .	2 Years total with minimum 01 year post qualification experience in relevant department preferably healthcare
52	Photographer	1	Bachelor's/Master's Degree	2 Years relevant post qualification experience
Quality & Patient Safety (QPS)				
53	Manager	1	Bachelor's (Hons) or Master's degree in relevant subject	6 years relevant experience out of which 3 years post qualification experience
54	Assistant Manager	1	Bachelor's (Hons)/Masters Degree from HEC recognized Institute	5 years relevant experience out of 1 which year post qualification experience, preferably in (healthcare)
Supply Chain Management				
55	Assistant Manager	5	Bachelor's (Hons)/Masters Degree from HEC recognized Institute . Preferably in Supply Chain Management	5 years relevant experience out of 1 which year post qualification experience, preferably in (healthcare)
56	Executive	6	Bachelor's (Hons)/Masters Degree from HEC recognized Institute . Preferably in relevant subject	2 Years total with minimum 01 year post qualification experience in relevant department preferably healthcare
Registration and Central Command Unit (RCCU)				
57	Assistant Manager	2	Bachelor's (Hons)/Masters Degree from HEC recognized Institute . Preferably in relevant subject	5 years relevant experience out of 1 which year post qualification experience, preferably in (healthcare)
58	Executive Call Center	1	Bachelor's (Hons)/Masters Degree from HEC recognized Institute . Preferably in relevant subject	2 Years total with minimum 01 year post qualification experience in relevant department preferably healthcare
59	Telephone Operator	5	Intermediate preferably Bachelor's Degree	1 year relevant post qualification experience
Infection Prevention and Control (IPC)				
60	Manager IPC	1	MBBS/BSCN/MSN and Infection Prevention & Control course form any recognized international Institute	6 years of relevant experience, 3 years as a manager experience.
61	Assistant Manager IPC	1	Bachelor's (Hons)/Masters Degree from HEC recognized Institute . Preferably in relevant subject	5 years relevant experience out of 1 which year post qualification experience, preferably in (healthcare)
62	Infection Preventionist (IPC)	2	Bachelor's/Masters in Clinical Microbiology/BSN/Diploma in General Nursing with 1 year specialized diploma.	1 year relevant post qualification experience
Information and Communication Technology (ICT)				
63	Assistant Manager Software	1	Bachelor's (Hons)/Masters Degree in relevant subject from HEC recognized Institute .	5 years of relevant experience, out of which 1 year of post-qualification experience, with hands-on expertise in HMIS and other hospital-related ERP software, as well as software and web development, preferably in the healthcare sector.
64	Network Administrator (Network & Data Center)	1	Bachelor of Computer Science/Information Technology or Computer Engineering or master's in information technology (MIT)	2 Years experience with 1 year post qualification experience Registration/Membership/License (If required). Skills: CCNP or higher certification or equivalent
65	Network Engineer (Network & Data Center)	1	Bachelors Hons/Masters in relevant field	2 Years experience with 1 year post qualification experience
66	Network Technician (Network & Data Center)	1	Diploma of Associate Engineering (DAE) - Electronics/Intermediate	1 Year relevant post qualification experience Management and advance troubleshooting skills
67	System Administrator	1	Bachelor's (Hons)/Masters in relevant field Skills Hands on Experience in Systems, Storages, HCI Cloud	3 Years relevant post qualification experience Registration/Membership/License (If required)
68	Hardware Technician (Systems & Service Delivery)	1	Bachelor's (Hons)/Masters in relevant field	2 Years relevant post qualification experience
69	Assistant Admin PABX	1	Bachelors of Telecommunication Engineering/Computer Science/ Computer Engineering	2 Years experience with 01 year post qualification experience
Legal				
70	Law Officer	1	LLB / LLM	4 Years relevant post qualification experience

- Market competitive salary packages 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.
- Only shortlisted candidates will be contacted. No TA/ DA will be admissible for the interview.
- Shortlisted candidates must bring all original & 1 set of copies at the time of interview.
- PKLI&RC has the right to revoke/increase or 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 applications 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 till 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.org.pk**

• Consultant positions have no age limit to apply. For other positions applicants must be 18-62 years old.

• Deposit an application processing fee of Rs.3,000/- (non-refundable) against each post for doctors and Rs.1000/- (non-refundable) for other positions through bank deposit slip at Bank of Punjab, **Account No. 6780008550400047** OR deposit the same amount in ONLINE account **PK08BPUN6780008550400047** under account title Pakistan Kidney and Liver Institute and Research Center. The application fee is not being received through "Raast online transfer app" temporarily because the paying persons are not identifiable with this mode of payment.

• Upload screenshot of online transactions or pictures of bank slips while applying for an online position

• PKLI&RC is an 'Equal Opportunity Employer'.

• **The last date to apply is**

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