OPPORTUNITY TO BECOME A PART OF PCAA'S PROFESSIONAL TEAM
SITUATION VACANT NOTICE NO. 04/2025

Pakistan Civil Aviation Authority requires services of qualified individual to fill the following vacant posts where selection will be made purely on suitability and merit:-

Sr#	Post	No. of Position	Prescribed Qualification & Experience	Quota & Pay Scale	Age Limit
1.	Airworthiness Supervisor (SG-07)	Five (05)	Intermediate in Science with at least 1st Division and Apprenticeship Certificate in relevant field. Minimum Five (5) years of post-qualification experience in reputable organization in field of Airworthiness. Preference will be given to candidates having ERP hands on experience.	• Merit-05 Lump-sum Pay: Rs. 119,199/- per month with 5% annual increment (Contract) for three (03) years (extendable)	Maximum: 35 years (including all age relaxations)
2.	Sr. Superintendent Air Transport & Economic Regulations (SG-11)	Two (02)	Intermediate in Science with at least 1st Division. Hold or have held FOO License will be given preference. Must have MS Office Certificate Minimum Twenty (20) years of experience in a reputable aviation organization.	▪ Merit – 02 Lump-sum Pay: Rs. 175,508/- per month with 5% annual increment (Contract) for three (03) years (extendable)	Maximum: 45 years (including all age relaxations)
3.	Air Transport & Economic Regulations Supervisor (SG-07)	Three (03)	Intermediate in Science with at least 1st Division. Hold or have held FOO License will be given preference. Must have MS Office Certificate Minimum Five (05) years of experience in a reputable aviation organization.	• Merit-03 Pay: Rs. 119,199/- per month with 5% annual increment (Contract) for three (03) years (extendable)	Maximum: 35 years (including all age relaxations)
4.	Sr. Medical Superintendent (1-Female / 1-Male) (SG-11)	Two (02)	Bachelors of Science in Nursing (BSN) / BS Medical Technology with at least 1st Division from Reputable Institute Twenty (20) years' experience of working for a reputable organization in field of health / medical. Should be computer literate.	▪ Merit – 02 Lump-sum Pay: Rs. 175,508/- per month with 5% annual increment (Contract) for three (03) years (extendable)	Maximum: 45 years (including all age relaxations)

				Must have good know how of all medical processes.		
5.	Personnel Licensing (PEL) Supervisor (SG-07)	Two (02)	Intermediate in Science with at least 1st Division. Hold or have held FOO License will be given preference. Must have MS Office Certificate Five (05) years of experience in a reputable aviation organization.	• Merit-02 Lump-sum Pay: Rs. 119,199/- per month with 5% annual increment (Contract) for three (03) years (extendable)	Maximum: 35 years (including all age relaxations)
6.	Sr. Superintendent IT (Application / Software Support) (SG-11)	One (01)	Intermediate in Computer Science with at least 1st Division. Hands-on experience of ASP.Net and MVC development & technical support. Familiarity with Entity Framework for object-relational mapping, ASP.NET, LINQ. Ability to troubleshoot application issues and manage business stakeholders. Knowledge of application management, security standards and configuration web & desktop based applications. Must have experience to manage application servers based in IIS, Tomcat etc Twenty (20) years of Experience in software/application support.	▪ Merit – 01 Lump-sum Pay: Rs. 175,508/- per month with 5% annual increment (Contract) for three (03) years (extendable)	▪ Maximum 45 years *(including all age relaxations)*
7.	Superintendent Grade-I IT (Project Coordinator) (SG-10)	One (01)	Intermediate in Computer Science with at least 1st Division. Having Experience of Project Management, Application Development & Outsourcing Agreements and Vendor Management Familiarity with System Development Lifecycle	▪ Merit – 01 Lump-sum Pay: Rs. 154,477/- per month with 5% annual increment (Contract) for three (03) years (extendable)	▪ Maximum 45 years *(including all age relaxations)*

#	Post	No. of Posts	Qualification / Experience	Pay	Age
9. *(cont.)*			Ability to handle application support, insourcing and outsourcing project rollout issues. Knowledge of best practices of project management, enterprise system architecture and Costing / Budgeting. PMP or related certification would be preferred Fifteen (15) years of Experience in project management & coordination		
8.	Superintendent Grade-II IT (System Administrator) (SG-09)	One (01)	Intermediate in Computer Science with at least 1st Division. Microsoft/ Exchange/ Active Directory/VMware/Hyper-V or equivalent Certification, Training and/or on the job training will be preferred. Able to Install, configure, test and maintain operating systems, application software and system management tools. Must have hands-on experience of system administration. Must have hands-on experience of backups, restoration and redundancy strategies. Must have knowledge of web application firewalls and endpoint security. Twelve (12) years of experience in system engineering, IT System, storage management and backups.	• Merit – 01 Lump-sum Pay: Rs. 136,271/- per month with 5% annual increment (Contract) for three (03) years (extendable)	▪ Maximum 45 years *(including all age relaxations)*
9.	Supervisor Grade-I IT (Database Administrator) (SG-8)	One (01)	Intermediate in Computer Science with at least 1st Division. Certification / Training in Oracle / Microsoft database will be preferred. Install, configure, maintain and optimize databases.	• Merit – 01 Lump-sum Pay: Rs. 119,709/- per month with 5% annual increment (Contract) for three (03) years	▪ Maximum 40 years ▪ *(including all age relaxations)*

			(extendable)		
			Monitor database performance, application support, implement changes, and apply new patches and versions when required. Implement backup and recovery solutions. Ensure high availability and disaster recovery readiness of the database systems Ten (10) years of experience in Database administration.		
10.	Assistant Grade-I IT (Network Administrator) (SG-06)	One (01)	Intermediate in Computer Science with at least 1st Division. CCNA / JNCIA or equivalent Certification, Training and/or on the job training will be preferred. Able to Design, Manage and Monitoring IT networks. Must have Knowledge of Layer 2/3 Protocols and Technologies Must have hands-on experience of backups, restoration and redundancy protocols. Must have hands-on experience of management and monitoring tools. Three (03) years of experience in network design, management, administration and monitoring.	• Merit – 01 Lump-sum Pay: Rs.94,239/- per month with 5% annual increment (Contract) for three (03) years (extendable)	▪ Maximum 30 years ▪ *(including all age relaxations)*
11.	Assistant Grade-I IT (Data Center Support Specialist) (SG-06)	One (01)	Intermediate in Computer Science with at least 1st Division. Certification / Training in Datacenter / Network / Server domain will be preferred. Able to manage day-to-day operations of the datacenter. Management of the Data Center Cabling System. Knowledge of datacenter audits and assessments. Knowledge of Datacenter	• Merit – 01 Lump-sum Pay: Rs. 94,239/- per month with 5% annual increment (Contract) for three (03) years (extendable)	▪ Maximum 30 years ▪ *(including all age relaxations)*

| | | | Infrastructure Management and monitoring systems.

Three (03) years of experience in Data Center, Servers, Network, and telecom infrastructure. | | |
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| **12.** | Sr. Admin Superintendent (SG-11) | One (01) | Intermediate preferably DAE.

Must have MS Office Certificate.

Minimum Twenty (20) years of working experience in General Administration including supervision of civil work, horticulture and building maintenance & upkeep.

Knowledge of Labor Laws, Security, Service Level Agreements and PPRA Rules will be given preference. | • Merit-01

Lump-sum Pay: Rs. 175,508/- per month with 5% annual increment (Contract) for three (03) years (extendable) | Maximum: 45 years

▪ (including all age relaxations) |
| **13.** | Admin Superintendent (SG-09) (Logistics & Procurement) | One (01) | Intermediate preferably DAE.

Must have MS Office Certificate.

Minimum Twelve (12) years of working experience in General Administration / Logistics having experience of supply chain and PPRA Rules, supervision of Motor Transport System

Knowledge of Service Level Agreements and PPRA Rules will be given preference. | • Merit-01

Lump-sum Pay: Rs. 135,701/- per month with 5% annual increment (Contract) for three (03) years (extendable) | Maximum: 45 years

▪ (including all age relaxations) |
| **14.** | Admin Superintendent (SG-09) (Electrical & Mechanical) | One (01) | Intermediate preferably relevant training certificate course from NAVTTC

Should be computer literate.

Minimum Twelve (12) years of working experience in Electrical & Mechanical work of office building including upkeep of standby generators, UPS and HVAC units.

Knowledge of Service Level Agreements and PPRA Rules will be given preference. | • Merit-01

Lump-sum Pay: Rs. 135,701/- per month with 5% annual increment (Contract) for three (03) years (extendable) | Maximum: 45 years

▪ (including all age relaxations) |

<u>Application Procedure</u>:

(a) Interested candidates are required to fill & submit Online Job Application Form available at <u>www.pcaa.gov.pk</u> within fifteen days from the date of this advertisement.

(b) Candidates will be required to upload scanned copies of certificate / degree of the required qualification only of the concerned post as mentioned above and CNIC while applying for the job.

(c) In case a candidate does not upload the above documents with the online application form, his/her application will be rejected.

Terms of Reference

i) Candidates not fulfilling the above requirements or submitting incomplete application shall not be considered.

ii) Test / Interview will be conducted at Karachi, Lahore, Islamabad, Peshawar and Quetta for which separate notices will be issued (depending on the number of candidates).

iii) The candidates to be called for the interview have to produce original documents for necessary verification while appearing for the interview.

iv) No TA / DA is admissible for test / interview.

v) Appointment will be subject to CAA's medical fitness standards.

vi) Selected candidates will be required to serve anywhere in Pakistan as per requirement of PCAA

vii) Government servants / employees of autonomous bodies / corporations will be required to submit NOC from current employer before interview.

viii) Application received after due date will not be considered / entertained.

ix) Misinformation and any attempt to influence the selection process will be considered as a definite disqualification for current as well as future recruitment in CAA, even if the candidate is otherwise qualified.

x) In case, any educational documents or any other document provided by the applicants is found incorrect / fake / bogus at any stage, the services of selected candidate will be terminated immediately.

xi) PCAA encourages equal employment opportunity to women and people belonging to minorities.

xii) PCAA reserves the right to cancel the partial or whole recruitment process at any stage.

ADDITIONAL DIRECTOR HUMAN RESOURCES
HEADQUARTERS PAKISTAN CIVIL AVIATION AUTHORITY,
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KARACHI
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