

AWAM EXPRESS JOBS

AVAILABLE FOR PRIVATE TRAIN OF PAKISTAN RAILWAY

M/s Haroon Brothers & Co, a renowned Pakistani company, has been awarded the contract for the commercial management of Awam Express (13 Up/14 Down) through letter No. 6-DC/839/11/2014 (ACA) Awam Express 13 UP /14 DN.

We are pleased to announce approx. 380 vacancies for all departments i.e. Admin, Operations, Sales, Marketing, Security & vigilance, C & IT, Mech Engr, Customer Services, HR, Janitorial services, warehousing, to be filled periodically.

SPECIMEN CONTENT ADVERTISEMENT

Serial	Appointment Title	Vacancies	Place of Duty	Gross Salary	Qualification (Minimum) (Minimum desirable)	Experience (Years)	Preferences	Age Requirement (Years)
1.	Senior Manager Finance & Accounts Male & Female	01	Lahore.	300,000/-	CA/ACCA/AC MA/MBA	05 Years	Additional qualification and experience in Audit & Tax Matters. Normal retirement on completion of service.	30-50
2	Senior Manager Operations	01	Karachi	250,000/-	MBA Marketing	05 Years	A degree in business, engineering, supply chain management, or a related field is typically required.	30-50
3	Manager Operations	03	One each at Lahore, Rawalpindi & Peshawar	200,000/-	Masters/ Graduation	03 Years	A degree in business, engineering, supply chain management, or a related field is typically required	30-50
4	Manager Audit Male & Female	01	Lahore.	200,000/-	CA- Intermediate ACCA/MBA	03 Years	Experience in Audit and tax matters.	30-50
5	Manager Vigilance & Security	01	Lahore.	200,000/-	Graduation/ Masters	05 Years	Criminal justice, security management, law enforcement, or a related field is often preferred.	30-45
6	Manager Sales & Marketing	01	Lahore.	200,000/-	BBA/MBA	03 Years	Effective communication skills with computer/ IT working knowledge.	27-45
7	AM Operations	03	One each at Karachi, Multan and Lahore.	95000/-	Graduation.	1 Year/Fresh Graduates	Promising fresh graduate with effective communication and management skills.	25-40
8	AM Security	01	Lahore.	85000/-	Graduation.	1 Year/Fresh Graduates	Effective security affairs management and communication skills with computer/ IT working knowledge.	25-50
9	AM Accounts Male & Female	01	Lahore.	100,000/-	BBA/MBA.	03 Years	Effective/hands-on experience in computer/accounts related software.	25-40
10	AM Salas Karachi Zone	01	Karachi.	75000/-	MBA/ Graduation.	03 Years	Promising graduate with Sales & Marketing experience with effective communication and management skills.	25-45

11	AM Lahore Sales	01	Lahore	75000/-	MBA/ Graduation.	03 Years	Promising graduate with Sales & Marketing experience with effective communication and management skills.	25-45
12	AM Sales Peshawar Zone	01	Peshawar	75000/-	MBA/ Graduation.	03 Years	Promising graduate with Sales & Marketing experience with effective communication and management skills.	25-45
13	AM Sales Multan Zone	01	Multan	75000/-	MBA/ Graduation.	03 Years	Promising graduate with Sales & Marketing experience with effective communication and management skills.	25-45
14	Territory Sales Supervisor Lahore Zone	01	Karachi.	45000/-	Graduation.	03 Years	Promising graduate with Sales & Marketing experience with effective communication and management skills.	25-40
15	Territory Sales Supervisor Peshawar Zone	01	Peshawar	45000/-	Graduation.	03 Years	Promising graduate with Sales & Marketing experience with effective communication and management skills.	25-40
16	Territory Sales Supervisor Rawalpindi Zone	01	Rawalpindi.	45000/-	Graduation.	03 Years	Promising graduate with Sales & Marketing experience with effective communication and management skills.	25-40
17	Territory Sales Supervisor Multan Zone	01	Multan	45000/-	Graduation.	03 Years	Promising graduate with Sales & Marketing experience with effective communication and management skills.	25-40
18	AM C&IT Male & Female	01	Lahore.	100,000/-	BS IT	03 Years	Data Center operations, C&IT related maintenance and software updations, C&IT planning, equipment procurement.	25-40

19	AM HR & Admin Male & Female	01	Lahore/ Rawalpindi.	85,000/-	BBA/ Graduation.	03 Years	Expertise in HR related software, with management. recruitment & talent acquisition .Compliance & risk management with good communication skil.	25-40
20	AM Mechanical Engineering	01	Lahore.	85,000/-	BE (Mechanical)	03 Years	Service stint in heavy/. specialized vehicles and equipment maintenance.	25-50
21	Secretary to CEO (Female)	01	Lahore	70,000/-	Graduation/ MBA	Fresh	Excellent communication skills in English & Urdu with good drafting and C&IT expertise.	22-30
22	STE Male & Female	80	On Trains.	40,000/-	Matric/FSC/ BA Equivalent.	Any	Promising fresh candidates with effective communication and management skills/ Ex Pak Railways, Road Transport Companies.	Min 25Y
23	Supervisor Coordination Male & Female	02	Karachi, Peshawar	45,000/-	Matric/FA/ BA	03 Years	Promising fresh candidates with effective communication and management skills/ Ex Pak Railways, Road Transport Companies.	25-50
24	Supervisor Vigilance & Security	03	Karachi, Lahore, Peshawar.	50,000/-	Matric/FA	03 Years	Retd Army JCO or NCO with field intelligence service. Clean conduct.	25-50
25	Vigilance Field Operators (Train/Field)	22	Various stations from Karachi to Peshawar.	38,000/	Matric/FA	02 Years	Reid Army JCOS or NCOS with field intelligence service. Clean conduct.	25-45
26	Supervisor Warehouses	01	Multan.	50,000/-	Matric/FA	03 Years	Civil: Private sector experience of inventory management and warehousing. Computer literate. Retd Army JCO or NCO SMT Trade with field intelligence service. Clean conduct.	25-45
27	Nursing Assistant (Medical) Male & Female	5	Lahore.	40,000/-	Matric/FA/ FSC	03 Years	Served at good hospital. Expertise in first aid and emergency patient care/management.	25-40
28	Office Superintenden Male & female	05	Lahore, Multan,	40,000/-	Matric/FA/	03 Years	Office/file management, computer literate	25-45

29	Ticketing Assistant Male & Female	40	Various stations from Karachi to Peshawar.	38,000/-	Matric/FA	02 Years	Computer literate with good typing speed, data entry operation. Served on related job in any good company/ railways	Min 22Y
30	Station/ Shift Incharge Male & Female	70	All stations from Karachi to Peshawar	38,000/-	Matric/FA	03 Years	Good management and control. Financial and banking matters basic knowledge.	Min 22Y
31	Senior Clerk (UDC) Male & Female	07	Karachi, Mullan, Lahore, Rawalpindi Peshawar	38,000/-	Matric/FA	03 Years	Office /file management, computer literate with good typing speed/ expertise.	22-45
32	Junior Clerk (LDC) Male & Female	03	Lahore	38,000/-	Matric/FA	03 Years	Office / file management, computer literate with good typing speed / expertise.	22-45
33	PA (Stenographer/ Computer literate Male & Female	02	Lahore	50,000/-	Graduation	03 Years	Office / file management, computer literate with good spoken and written communication skills. Telephone operation and record keeping knowledge.	22-45
34	Technician C&IT	02	Lahore Rawalpindi	55,000/-	FSc/ Graduation/ Diploma in IT.	03 Years	C&IT equipment maintenance/ emergency repair! troubleshooting.	22-40
35	Receptionist Male & Female	01	Lahore.	As per minimum wages	Graduate	FRESH	Good communication skills in Urdu and English.	20-35
36	Customer Services Representativ Male & Female	02	Lahore.	As per minimum wages	Graduate	FRESH	Good communication skills in Urdu and English.	20-40
37	Office Boy	05	Lahore, Rawalpindi, Peshawar, Karachi.	As per minimum wages	Middle/ Matric	1 Year		20-40

38	Drivers	05	Lahore, Rawalpindi Multan	As per minimum wages	Middle [Matric FA/FSC	03 Years	Minimum five years of driving experience of automatic and manual Latest Cars, Prado, SUVs and Loading vehicles with valid driving licence. No major or fatal accident in record with minimum 3 years experience on automatic & manual	25-40
39	Security Guard	85	Lahore Rawalpindi Peshawar Karachi and 20 x guards on trains	As per minimum wages	Middle Matric	03 Years	High level security service and good weapon handling experience with valid weapon licence.	Min 25Y
40	Janitor	30	Multan, Rawalpindi & Karachi, Two at Lahore. On trains	As per minimum wages	Middle Pass Desirably Matric	01 Years	Able to operate vacuum cleaners and cleaning gadgetry	Min 20Y

Total HR Senior Manager to Janitor 316

Notes:

- 1. Total HR to be hired Including 20% reserves = 380.
- 2. Company has reserved the right to increase/decrease the no of above positions as per HR Requirement.

Key Details:

- Contract Basis: All positions are on a one-year contractual basis (extendable).
- Data Verification: The company, M/s Haroon Brothers & Co., will verify the credentials of all applicants independently.

Application Process:

- Candidates can apply online via the official website of Haroon Brothers & Co.
- A candidate may apply for multiple positions.

Application processing fees:

- Serial No. 1-6: RS. 800/-
- Serial No. 7-20: RS. 600/-
- Serial No. 21-40: RS. 400/-

This fee is for the verification of candidates' credentials.

Interview Location:

Interviews will be conducted in the following cities:

- Multan
- Lahore
- Rawalpindi
- Karachi
- Sukkur
- Peshawar

No TA/DA will be provided for the interview process.

Important Dates:

Last Date to Apply: 16 December, 2024

Trainings:

For detailed information and to apply, visit the official website of Haroon Brothers & Co.

www.haroonbrother.com/careers

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