



F. NO. 1(1)/2017-(VOL-III)-ADMN-I  
GOVERNMENT OF PAKISTAN  
MINISTRY OF COMMERCE

**JOBS ON MARKET BASED PAY PACKAGE**

Ministry of Commerce, Islamabad intends to fill following vacant posts. The candidates should have qualification/experience detailed below: -

S. #	Name of post	No. of Posts	Qualification and Experience
1.	Trade Expert	08	i) Master's Degree or equivalent from local/international HEC recognized University in Economics, Commerce, Finance, MBA (Management/Marketing, Econometrics or related subjects). ii) A minimum 10 years of professional experience especially as a Trade Expert / Researcher etc.
2.	Legal Counsel	02	i) LLB/LLM/Juris Doctor (JD) or equivalent from local/international HEC recognized University with specialty in International Trade/ Investment/ Corporate/ Commercial law or related fields. Bar at Law will also be considered. ii) A minimum 05 years of professional experience as a Legal Advisor or Consultant etc.
3.	Research Associate	05	i) Master's Degree /sixteen years of education from local/international HEC recognized University in project Management, Public Administration, MBA (Management /Marketing), Economics, Public Policy, Commerce, Finance ii) A minimum 03 years of professional experience as a research associate or Researcher.
4.	Researcher	02	i) Master's Degree/sixteen years of education or equivalent from local/international HEC recognized University in project Management, Public Policy, Economics, Commerce, Public Administration, MBA (Management /Marketing/ Finance), or related fields. ii) A minimum 02 years of professional experience as a research associate or Researcher. Fluency in English (written and spoken).

**INSTRUCTIONS:-**

- The appointments will be on contract basis (one year) extendable on yearly basis subject to satisfactory performance.
- Application/ Deposit form can be downloaded from the NCBMS website [www.ncbms.edu.pk](http://www.ncbms.edu.pk) (Ph: +92 51 2272636-8 Fax: +92 51 2274136). The applicants will deposit test fee Rs. 34/- online at designated bank branches of NCBMS as prescribed on application form, Deposited fee is non refundable/ non transferable.
- Additional requirements for the posts of Trade Expert/ Research Associate and Researcher are placed at [www.ncbms.edu.pk](http://www.ncbms.edu.pk) & at [www.commerce.gov.pk](http://www.commerce.gov.pk)
- Applications will be accepted only on prescribed application forms of NCBMS.
- Applications on prescribed forms must reach NCBMS within 15-days of publication of this advertisement.
- Applications received after due date will not be considered.
- Candidates are required to send their applications on prescribed form along with online deposit slip (in original) & Educational credentials to Manager Operation (NCBMS), NCBMS College & Testing Services Pvt. (Ltd). The Candidate should not have been removed or dismissed from Government service.
- The competent authority reserves the right to cancel the recruitment process at any stage without assigning any reason. The competent authority can increase or decrease number of posts under the rules.
- Concealment of facts and any direct or indirect pressure for appointment would lead to be disqualification of the candidates. If any candidate found ineligible he/she will be disqualified at any stage of the recruitment process.
- On the basis of merit, only eligible and short listed candidates will provisionally be called for test/interview.
- No TA/DA will be paid for appearing in test/interview.
- All quotas including provincial, regional, women, minority & disabled will be observed as per applicable government rules.

**Manager Operation (NCBMS)**

NCBMS College & Testing Services Pvt. (Ltd),

24-D, Rashid Plaza Jinnah Avenue (Blue Area) Islamabad. Phone: +92 51 2272636-8 Fax: +92 51 2274136

Email: [nzrahmed@ncbms.com.pk](mailto:nzrahmed@ncbms.com.pk)

**ADDITIONAL REQUIREMENTS FOR APPOINTMENT OF TRADE EXPERT /  
RESEARCH ASSOCIATES AND RESEARCHERS**

- Fluency in English (written and spoken).
- Excellent communication, report writing, presentation, research and analytical skills;
- Demonstrated experience in Trade Related Research Reports and Impact Analysis.
- Full computer literacy.
- Fluency in trade-specific tools, developed for supporting the conduct of sound, evidence-based and transparent trade negotiations with trading partners, a robust analysis of the potential economic impact of a trade agreement and identification of all stakeholders.
- Knowledge of trade, tariffs and non-tariff barriers and data bases available to get international trade related data and to conduct review of the literature available on trading patterns of countries and blocks to review Trade Agreements and Tariff/ Non- tariff barriers of partner countries.
- Review Pakistan trade, current status, opportunities and challenges.
- Identify constraints, weak links, and gaps including infrastructure connectivity (e.g., cross-border facility, ICT), and policy environment (e.g., private sector investment) and related issues, and investment needs in developing trade. Provide policy recommendations on the possible improvements.

