



NO.DG-PWPA(ADMN)/S.R/2026
GOVERNMENT OF THE PUNJAB
OFFICE OF DIRECTOR GENERAL
PUNJAB WOMEN PROTECTION AUTHORITY

Dated Lahore the 24th July, 2026

NOTIFICATION

No. PWPA/Service Regulations/2026. /200- In exercise of the powers conferred under Section 23 of the Punjab Women Protection Authority Act, 2017 (Act X of 2017), the Punjab Women Protection Authority is pleased to make the following regulations:

The Punjab Women Protection Authority (Terms And Conditions Of Service) Regulations 2026

CHAPTER-I **PRELIMINARY**

1. **Short title, commencement and application.**- (1) These regulations may be called the Punjab Women Protection Authority (terms and conditions of service) Regulations 2026 and shall be published in the official gazette of Government of the Punjab.

(2) They shall come into force at once.

(3) They shall apply to all the employees in the service of the Authority.

2. **Definitions.**- (1) In the Regulations, unless the context otherwise requires:

(a) **"Act"** means the Punjab Women Protection Authority Act 2017 (Act X of 2017);

(b) **"allowance"** means an amount to which an employee or the incumbent of any post of the Authority entitled in respect of his or her employment with the Authority and includes the amount payable in respect of conveyance, fuel, medical, mobile allowance and any other fringe benefits as defined in these regulations;

(c) **"Appointing Authority"** means the appointing authority competent to make appointment to a post as specified in Schedule-A and B;

(d) **"Authority"** means the Punjab Women Protection Authority established under Section 3 of the Act;

(e) **"Committee"** means the committees constituted by the Punjab Women Protection Authority;

(f) **"Department"** means Social Welfare and Bait-ul-Maal Department;

(g) **"Director General"** means Director General of Authority appointed under Section 9 of the Act;

(h) **"Duties"** mean the performance of the normal official work in the Authority and time spend on training or courses, conferences and meetings with the approval of the Appointing Authority, compulsory waiting for posting, attending obligatory departmental activities, joining time and journey from and to place of posting;

(i) **"Employee"** means an employee of the Authority but does not include a person on deputation or temporarily working in the Authority;

(j) **"Family"** includes spouse, children whether biological, adopted, or step child and parents;

(k) **"HR Committee"** means the Human Resource Committee as constituted in these regulations;

(l) **"Regulations"** means the Punjab Women Protection Authority (Terms and Conditions Of service) Regulations 2026;

(m) **"Schedule"** means the Schedule appended to these regulations; and

(n) **"Training"** includes any formal training, course, seminars or conferences that are determined by the Authority for the purpose of post induction of training.

- (2) A word or expression used in the regulations but not defined shall have the same meaning as assigned to it under the Act.

CHAPTER-II:

SERVICE OF THE AUTHORITY

3. Service of the Authority.- (1) The service of the Authority shall comprise of the posts as specified in the Schedule A and B.

(2) The Authority may propose for the creation of new posts to Finance Department through the SW&BM Department.

(3) The Authority may abolish, upgrade, downgrade or change nomenclature of any post in accordance with the prevalent delegation of financial power rules applicable in the province.

4. Qualification, experience, age limit and other conditions of Service.-

The minimum qualification and experience for recruitment, method of recruitment, age limit and other conditions of the service for appointment to posts shall be the same as prescribed in the Schedule A and B.

5. Recruitment.- (1) Recruitment to a post shall be made in accordance with these regulations by any of the following methods, as the case may be:

(a) *by transfer;*

(b) *posting from Service & General Administration Department;*

(c) *initial recruitment; or*

(d) *deputation.*

(2) The recruitment against the vacancies shall be made as per the provisions of the Contract Appointment Policy 2004 or any other law on contractual appointments for the time being in force.

6. Procedure and method of recruitments.- (1) The initial Requirement shall be made from amongst the candidates possessing such eligibility; qualifications, experience and fulfill other conditions as mentioned in the schedule A and B.

(2) The Director General may acquire the services of an independent and well reputed testing or screening agency for the scrutiny of the applications of the candidate.

7. HR Committee.-(1) The candidates shall be selected by the HR Committees of the Authority on the recommendations of the scrutiny committee constituted by the Director General.

(2) The Authority may notify the classification of posts as officers and officials.

(3) The HR committee shall consist of:

HR Committee-I (for selection of officers)

- i- Director General
Chairperson
- ii- Representative of the Department
Member
- iii- Representative of Women Development Department
Member
- iv- Director Admin/ HR& Training
Secretary
- v- Representative of Regulations wing
Service & General Administration Department
Member
- vi- Any Co-opted member
Member

HR Committee-II (for selection of officials)

- i- Director Admin/HR
Chairman
- ii- Representative of the Department
Member
- iii- Representative of Women Development Department
Member

- iv- Deputy Director Admin/ HR
Secretary
- v- Representative of Regulations wing
Service & General Administration Department
Member
- vi- Any Co-opted person Member

(4) The Director General may co-opt any member for technical assistance.

8. Eligibility Criteria.- (1) Subject to the provisions contained herein, a person shall be eligible for appointment to a post in the Service if;

- (a) the person is domiciled of Punjab;
- (b) possesses the prescribed age for appointment for the post;
- (c) possess minimum educational qualifications and experience of the post as given in the schedule;
- (d) possess good mental and physical health and free from any physical defect likely to interfere with discharge of duties; and
- (e) the person fulfills requirement set out in the Schedule A and B.

(2) In case, applicant is already in the services of the government or an autonomous body under the control or management of the government, the period of service already rendered by the applicant shall be excluded from the age for the purpose of maximum age limit mentioned in the schedule.

(3) The Authority may relax upper age limit after recoding reasons in writing in the exceptional cases may relax in the upper age limit up to 5 years or as may be prescribed by Government.

(4) In case a candidate is found unfit after medical examination, the candidate shall not be considered for appointment despite clearing the selection process.

(5) A candidate shall furnish verification of character and antecedents from the police department or other governmental entity as required by the Appointing Authority.

CHAPTER III:
APPOINTMENT TO SERVICE AND RECRUITMENT

9. Recruitment process.- (1) The Director General through an authorized officer shall initiate the recruitment process for vacancies.

(2) The vacancy shall be advertised in at least two newspapers, one in English and one in Urdu. The vacancy may also be uploaded on the website of the Authority. At least fifteen days shall be allowed to the candidates to apply from the date of publication of the advertisement or the uploading of the advertisement on the website, whichever is later.

Provided that in case of emergency, the Authority shall have powers to curtail the said period.

(3) The advertisement shall indicate the requisite qualification, experience, age, closing date of applications and the address of the office where the application is to be submitted.

(4) The scrutiny committee as constituted by the Director General shall shortlist the candidates and recommends the list of candidates to be interviewed. The HR Committee shall hold the interviews of the shortlisted candidates on the basis of the merit list and prepare a final merit list of the successful candidates.

(5) The HR Committee shall recommend the candidates by preparing the merit list from top to bottom for appointment and send the recommendations to the Appointing Authority against a post specified in Schedule A & B.

(6) The Appointing Authority may consider the recommendations and allow issuing offer of appointment to the selected candidates.

(7) A candidate to whom offer of appointment is issued shall submit acceptance, in writing, to the Appointing Authority within the time stipulated in the offer of appointment.

(8) On receipt of the acceptance letter within the stipulated period, the Appointing Authority shall direct the candidate to undergo a medical examination

from a medical facility specified by the Appointing Authority and submit a medical fitness certificate issued by it.

(9) On submission of the medical fitness certificate by the selected candidate, the Appointing Authority shall allow to issue the appointment letter subject to the verification of antecedents and the educational documents, etc.

10. Mode of Appointment.- (1) The initial appointment to the post shall be made as per the provisions of the Contract Appointment Policy 2004 or any other law on contractual appointments for the time being in force.

(2) Subject to the provisions of law on the subject matter, for the time being in force, the contract appointment shall be made initially for a period of three years and may be extended for further period on the basis of performance of the employee.

(3) If the period of contract of an employee is not extended, services of an employee shall stand terminated automatically on the expiry of the period of contract.

(4) The contract appointment shall also stand terminated on the employee's attaining the age of sixty years.

11. Transfer.- (1) Save as otherwise provided under clause (2), an employee shall be liable to serve against the post for which the employee is appointed.

(2) The Director General shall make posting and transfers of the officers on administrative grounds.

CHAPTER- IV

GENERAL CONDITIONS OF SERVICE

12. Full time employee of the Authority.- All employees in the service of Authority shall be full time employees and Punjab Conduct Rules 1966 shall *mutatis mutandis* apply to the employees until the Authority formulates its own regulation to regulate conduct of its employees.

13. Training. –_The Director General may require any employee to undergo training for enhancing their knowledge and working capability in the relevant field, at any time and for any duration.

14. Traveling/Dearness (TA/DA) Allowance.- The employee shall be entitled to travelling and dearness allowance as provided under the Punjab Traveling Allowance Rules 1976 as amended from time to time until the Authority notified its own TA/DA allowance policy.

CHAPTER- V

PAY AND REMUNERATION

15. Pay and remuneration. - (1) The Authority may appoint an employee on lump sum pay package as determined by the selection board of S&GAD created for the purpose. In case of Deputation from other Government department, the officer on joining the PWPA on deputation basis he/she will get the same Lump Sum Pay Package as determined by the selection board for that post.

The employee shall draw his/her pay and fringe benefits (if and when approved by the authority) as per terms and conditions of the contract mentioned in the appointment order.

16. Annual Increment.- The employees of the authority shall get their annual increment as determined by the selection board of Service & General Administration Department while considering the Pay package of each post.

17. Medical treatment.- The Director General may consider re-imbusement of actual medical charges incurred by an employee or incumbent of a post of Authority upon him or herself or his or her family from the approved panel of hospitals by the Authority upon submission of written request, medical prescription duly signed by the authorized medical attendant, receipt of purchase of medicines, along with necessary documents to the appointing authority.

18. Resignation.- (1) An employee of the Authority may resign from his or her post as per conditions mentioned in his or her appointment order by giving one-month notice.

(2) The resignation, submitted under clause (1) shall not become effective unless it is accepted by the Appointing Authority.

(3) Till such time the resignation is accepted, the employee shall continue to serve and shall not absent himself or herself from duties without proper leave.

(4) Any violation of clause (3) shall amount to misconduct and the employee shall be liable to disciplinary action against him or her.

(5) If an employee withdraws his or her resignation after submitting it but before its acceptance, the resignation shall be deemed to have been withdrawn.

(6) If an employee withdraws his or her resignation after its acceptance by the Appointing Authority but before it becomes effective, before employee is relieved, it shall be open to the authority which accepted the resignation to allow the employee, on the merits of the case, to withdraw the resignation.

(7) The resignation of an employee shall not be accepted, if any disciplinary proceedings against him/her are in progress.

(8) The employee submitting his resignation shall be required to clear all dues payable by him or her.

(9) The resignation shall be submitted by an employee through his or her immediate controlling officer to the Appointing Authority accompanied with following information:

(a) whether any disciplinary proceedings are pending against him or her;

(b) whether the employee is required to serve the Authority for any specific period in accordance with his/her terms and conditions of appointment or any bond or undertaking in connection with the grant of leave, course of instructions or training etc. and if so, whether that period has expired and

if not, whether any money spent on his/her training recoverable from him/her has been paid by him or her; and

(c) Whether any other dues recoverable have been paid by him or her.

CHAPTER-VI

PROBATION

19. **Period of probation.-** (1) A person appointed to a post against a substantive vacancy shall remain on probation for a period of one year, if appointed by initial recruitment; provided that the appointing authority may extend the period of probation by a further period not exceeding six months.

(2) For the purpose of computation of period of probation, the period served during officiating service and service spent on deputation to a corresponding or a higher post shall count towards the period of probation.

(3) No person shall be confirmed in a post unless the person has successfully completed such training and passed examination as determined for that post by the Authority.

(4) Subject to the provisions of clause (2) above, if no orders have been made by the day on which the maximum period of probation expires, the probationer shall be deemed to have been confirmed in his or her recruitment from the date on which the period of probation was last extended, or may be deemed to have been so extended.

(4) A probationer, who has satisfactorily completed period of probation against a substantive vacancy, shall be confirmed with effect from the date of his or her recruitment in such a post.

CHAPTER – VII

MISCELLANEOUS PROVISIONS

20. **Efficiency and Discipline.-** The matters in relation to efficiency, discipline and accountability of the employees of the Authority shall be governed by the

Punjab Employees Efficiency, Discipline And Accountability Act 2006 (Act XII OF 2006) and amendments made therein, from time to time.

21. **Deputation.**- Those employees who are allowed to serve on deputation in accordance with the prevailing Deputation Policy applicable in the province against the posts outside the Authority shall draw pay and other allowances as agreed by the borrowing organization.

22. **Retirement.**- (1) No employee shall remain in employment after attaining the age of sixty (60) years.

(2) No extension beyond the prescribed age of superannuation shall be granted.

23. **Gratuity.**- An employee shall be entitled to a gratuity of one month pay for each year of service upon termination or resignation from the service.

24. **Leave Encashment.**- The employee shall be entitled for encashment of earned leave available in his or her leave account. The employee will be entitled for leaves as defined in the Appointment Order.



(Dr. LUBNA NAZIR)
DIRECTOR GENERAL,
PUNJAB WOMEN PROTECTION AUTHORITY

The Punjab Women Protection Authority (Terms And Conditions Of Service) Regulations 2026

SCHEDULE-A

Name of the Department	Functional Unit	Name of post with Grade	Appointing Authority	Minimum Qualification and Experience for Initial Recruitment	Method Of Requirement	Age of Initial Requirement		Examination Training and other conditions required for confirmation
						Min	Max	
1	2	3	4	5	6	7	8	9
Social welfare & Bait-ul-Maal Department	Punjab Women Protection Authority	1. Director General (Lump Sum Pay)	Chief Minister	The Government shall, on such terms and conditions as it may determine, appoint the Director General.	By posting/transfer of PAS/PMS Officer from S&GAD on Deputation basis.	40	55	-

Social welfare & Bait-ul-Maal Department	Punjab Women Protection Authority	2. Director Finance & Procurement (1) (Lump sum Pay)	Director General (Punjab Women Protection Authority)	Master's degree or (16 years education) with at least 2 nd division in Business Administration, Economics, Commerce, Supply Chain Management, CA, ACCA or other related discipline from a HEC recognized university with 12 years' experience in financial planning/ management and budgeting, public procurement and contract management in public/private sector. Preference will be given to the candidate holding PhD or foreign master degree in above mentioned subjects.	(a). By initial recruitment (on contract basis) on recommendations by HR Committee. OR (b). If none is available on merit, then posting/transfer from S&GAD On Deputation Basis.	33	55	Post induction training as the Authority may decide.
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Social welfare & Bait-ul-Maal Department	Punjab Women Protection Authority	3. Director Admin/HR& Training (1) (Lump sum Pay)	Director General (Punjab Women Protection Authority)	Master degree or (16 years education) with atleast 2 nd Division in MBA, Management Sciences, MPA, Master in HRM or equivalent from HEC recognized university with 12 years' relevant experience in administration, HR Management, Project Management training & Development in Public/ private sector. Preference will be given to the candidates holding PhD in above mentioned subjects. Minimum 08 years' experience in public sector with similar role	(a). By initial recruitment (on contract basis) on recommendations by HR Committee. OR (b). If none is available on merit, then posting/transfer from S&GAD On Deputation Basis.	33	55	Post induction training as the Authority may decide.
Social welfare &	Punjab Women Protection	4. Director M&I (1)	Director General (Punjab	Master's degree or (16 years education) with	(a). By initial recruitment (on contract basis) on	33	55	Post induction training

Bait-ul-Maal Department	on Authority	(Lump sum Pay)	Women Protection Authority)	atleast 2nd Division in Management Sciences, MBA, Project management, BSc Engineering ,Statistics, Economics, Social Sciences, Development Studies or equivalent from HEC recognized university with 12 years relevant experience in programme implementation, monitoring & evaluation in public/private sector. Minimum 08 years' experience in public sector with similar role.	recommendations by HR Committee. OR (b). If none is available on merit, then posting/transfer from S&GAD On Deputation Basis.			as the Authority may decide.
Social welfare & Bait-ul-Maal	Punjab Women Protection Authority	5. Director Law Affairs (1)	Director General (Punjab Women Protection	LL.B. or LL.M. with atleast 2nd Division from HEC-recognized university with 12 years' experience	(a). By initial recruitment (on contract basis) on recommendations by HR Committee.	33	55	Post induction training as the Authority

Department		(Lump sum Pay)	Authority)	in case of L.L.B and 8 years in case of L.L.M in legal practice, prosecution, litigation, legislative drafting, or legal advisory services relating to women's rights, family law, or criminal justice. Preference will be given to the candidates holding foreign qualification	OR (b). If none is available on merit, then posting/transfer from S&GAD On Deputation Basis.			may decide.
Social welfare & Bait-ul-Maal Department	Punjab Women Protection Authority	6. Director ICT (1) (Lump sum Pay)	Director General (Punjab Women Protection Authority)	Master Degree or 16 years of education with at least 2 nd Division in ICT, MSc Computer Science, BSc Engineering or equivalent with 12 years relevant experience in managing complex IT projects in public/private	(a). By initial recruitment (on contract basis) on recommendations by HR Committee. OR (b). If none is available on merit, then posting/transfer from S&GAD On Deputation Basis.	33	55	Post induction training as the Authority may decide.

				sector. Preference will be given to the candidate holding PhD or foreign master degree in ICT or relevant field.				
Social welfare & Bait-ul-Maal Department	Punjab Women Protection Authority	7. Director Liaison/Coordination (1) (Lump sum Pay)	Director General (Punjab Women Protection Authority)	Master's degree or 16 years education with at least 2nd Division in Social Work, Sociology, Psychology, Public Administration, Gender Studies, Development Studies, Human Rights or equivalent from HEC recognized university with 12 years relevant experience in women protection, social welfare projects/services, public administration, project	(a). By initial recruitment (on contract basis) on recommendations by HR Committee. OR (b). If none is available on merit, then posting/transfer from S&GAD On Deputation Basis.	33	55	Post induction training as the Authority may decide.

				management in public/private sector. Preference will be given to the candidates holding PhD or foreign master degree in above mentioned subjects.				
Social welfare & Bait-ul-Maal Department	Punjab Women Protection Authority	8. Deputy Director (HR & Training) (1) (Lump sum Pay)	Director General (Punjab Women Protection Authority)	Master Degree or 16 years education with at least 2 nd Division Management Sciences, HRM, MBA (specializing in HR), MPA from HEC recognized University. with 7 years' relevant experience in public/private sector.	(a). By initial recruitment (on contract basis) on recommendations by HR Committee. OR (b). If none is available on merit then posting/transfer from S&GAD.	28	45	Post induction training as the Authority may decide.
Social welfare & Bait-ul-Maal Department	Punjab Women Protection Authority	9. Deputy Director Admin (1) (Lump sum Pay)	Director General (Punjab Women Protection Authority)	Master Degree or 16 years education with at least 2 nd Division in Management Sciences, MBA, MPA, HRM or equivalent from	(a). By initial recruitment (on contract basis) on recommendations by HR Committee. OR	28	45	Post induction training as the Authority may decide.

				HEC recognized university with 7 years relevant experience in public/private sector.	(b). If f none is available on merit then posting/transfer from S&GAD.			
Social welfare & Bait-ul-Maal Department	Punjab Women Protection Authority	10. Deputy Director Finance (1) (Lump sum Pay)	Director General (Punjab Women Protection Authority)	Master Degree or 16 years education with at least 2nd Division in MBA (Finance), M.Com, ACCA, ACMA, CA (Inter) or equivalent from HEC recognized university with 7 years relevant experience in public/private sector.	(a). By initial recruitment (on contract basis) on recommendations by HR Committee. OR (b). If f none is available on merit then posting/transfer from S&GAD.	28	45	Post induction training as the Authority may decide.
Social welfare & Bait-ul-Maal Department	Punjab Women Protection Authority	11. Deputy Director M & I (Lump sum Pay)	Director General (Punjab Women Protection Authority)	Master's degree or (16 years education) with at least 2nd Division in Management Sciences, MBA, Project management, BSc Engineering, Statistics, Economics, Social	(a). By initial recruitment (on contract basis) on recommendations by HR Committee. OR (b). If f none is available on merit	28	45	Post induction training as the Authority may decide.

				Sciences, Development Studies or equivalent from HEC recognized university with 7 years relevant experience in public/private sector in programme implementation, monitoring & evaluation in public/private sector. Minimum 05 years' experience in public sector with similar role.	then posting/transfer from S&GAD.			
Social welfare & Bait-ul-Maal Department	Punjab Women Protection Authority	12. Deputy Director Procurement (1) (Lump sum Pay)	Director General (Punjab Women Protection Authority)	Master's degree or (16 years education) with at least 2 nd division in Business Administration, BSc Engineering, Economics, Commerce, Supply Chain	(a). By initial recruitment (on contract basis) on recommendations by HR Committee. OR	28	45	Post induction training as the Authority may decide.

				Management or equivalent with 7 years relevant experience in public/private sector.	(b). If f none is available on merit then posting/transfer from S&GAD.			
Social welfare & Bait-ul-Maal Department	Punjab Women Protection Authority	13. Deputy Director Liaison/Coordination (1) (Lump sum Pay)	Director General (Punjab Women Protection Authority)	Master's degree or (16 years education) with at least 2nd Division in Social Work, Sociology, Psychology, Public Administration, Gender Studies, Development Studies, Human Rights or equivalent from HEC recognized university with 07 years relevant experience in women protection, social welfare projects/services, public administration, project management in	(a). By initial recruitment (on contract basis) on recommendations by HR Committee. OR (b). If f none is available on merit then posting/transfer from S&GAD.	28	45	Post induction training as the Authority may decide.

				public/private sector.				
Social welfare & Bait-ul-Maal Department	Punjab Women Protection Authority	14. MIS Manager (1) (Lump sum Pay)	Director General (Punjab Women Protection Authority)	MS or (16 years education) with atleast 2nd Division in Computer Science, Information Technology, MSc IT, Software Engineering, MSc computer science, Information Systems or equivalent from HEC recognized university with 7 years relevant experience in public/private sector.	(a). By initial recruitment (on contract basis) on recommendations by HR Committee.	35	55	Post induction training as the Authority may decide.
Social welfare & Bait-ul-Maal Department	Punjab Women Protection Authority	15. Assistant Director (Finance) (1) (Lump sum Pay)	Director General (Punjab Women Protection Authority)	Master degree with at least 2 nd division in Business Administration, Economics. Commerce, CA / CFA or other related discipline from a University,	(a). By initial recruitment (on contract basis) on recommendations by HR Committee.	25	40	Post induction training as the Authority may decide.

				recognized by the HEC. with 3 years' relevant experience. Public Sector Experience will be preferred				
Social welfare & Bait-ul-Maal Department	Punjab Women Protection Authority	16. Assistant Director Procurement (1) (Lump sum Pay)	Director General (Punjab Women Protection Authority)	Master degree with at least 2 nd division in Business Administration, Economics, Commerce, CA / CFA or other related discipline from a University, recognized by the HEC. with 3 years' relevant experience. Public Sector Experience will be preferred	(a). By initial recruitment (on contract basis) on recommendations by HR Committee.	25	40	Post induction training as the Authority may decide.
Social welfare & Bait-ul-Maal Department	Punjab Women Protection Authority	17. Assistant Director Law Affairs (1) Lump Sum Pay	Director General (Punjab Women Protection Authority)	LL.B. from an HEC-recognized university. Foreign degree holder will be preferred. 3 years' experience in legal practice, prosecution, litigation,	(a). By initial recruitment (on contract basis) on recommendations by HR Committee.	25	40	Post induction training as the Authority may decide.

				legislative drafting, or legal advisory services relating to women's rights, family law, or criminal justice				
Social welfare & Bait-ul-Maal Department	Punjab Women Protection Authority	18. Assistant Director M&I (1) (Lump sum Pay)	Director General (Punjab Women Protection Authority)	Master Degree in IT, MBA(IT), BSc Engineering or any other related discipline with 2nd division from HEC recognized university. with 3 years' relevant experience. Public Sector Experience will be preferred	(a). By initial recruitment (on contract basis) on recommendations by HR Committee.	25	40	Post induction training as the Authority may decide.
Social welfare & Bait-ul-Maal Department	Punjab Women Protection Authority	19. Assistant Director Admin (1) (Lump sum Pay)	Director General (Punjab Women Protection Authority)	Master Degree with 2 Division in Public Administration, Business Administration, Public Policy., Human Resource Management, from HEC recognized University . with 3 years' relevant	(a). By initial recruitment (on contract basis) on recommendations by HR Committee.	25	40	Post induction training as the Authority may decide.

				experience. Public Sector Experience will be preferred				
Social welfare & Bait-ul-Maal Department	Punjab Women Protection Authority	20. Assistant Director HR & Training (1) (Lump sum Pay)	Director General (Punjab Women Protection Authority)	(a). Master Degree with 2 Division in Public Administration, Business Administration, Public Policy., Human Resource Management, Social Work, Sociology, Applied Social Sciences, Gender Studies, Anthropology. Rural Sociology from HEC recognized University. with 3 years' relevant experience. Public Sector Experience will be preferred	(a). By initial recruitment (on contract basis) on recommendations by HR Committee.	25	40	Post induction training as the Authority may decide.
Social welfare & Bait-ul-Maal	Punjab Women Protection Authority	21. Assistant Director Liaison & Coordination (1)	Director General (Punjab Women Protection)	(Master's degree or (16 years education) in Social Work, Sociology, Psychology, Public	(a). By initial recruitment (on contract basis) on recommendations by HR Committee.	25	40	Post induction training as the Authority

Department		(Lump sum Pay)	Authority	Administration, Gender Studies, Human Rights or equivalent (HEC recognized). with 3 years' relevant experience. Public Sector Experience will be preferred				may decide.
Social welfare & Bait-ul-Maal Department	Punjab Women Protection Authority	22. (Communication Officer) (1) (Lump sum Pay)	Director General (Punjab Women Protection Authority)	Master Degree With 2 nd Division in mass communication, / journalism or other related discipline from HEC recognized institute / university with at least five (05) years' relevant experience in public / private sector.	(a). By initial recruitment (on contract basis) on recommendations by HR Committee.	25	40	Post induction training as the Authority may decide.
Social welfare & Bait-ul-Maal	Punjab Women Protection Authority	23. Assistant Director Audit (1) (Lump sum Pay)	Director General (Punjab Women Protection Authority)	Master Degree With 2 nd Division in Banking & Finance , MBA(Finance), M.Com, B.S (Banking &	(a). By initial recruitment (on contract basis) on recommendations by HR Committee.	25	35	Post induction training as the Authority may decide.

Department			Authority)	Finance) or other related discipline from university recognized by the HEC Commission with at least 3 years' relevant experience in public / private sector.				
Social welfare & Bait-ul-Maal Department	Punjab Women Protection Authority	24. Research Associate (3) (Lump sum Pay)	Director General (Punjab Women Protection Authority)	Master's/Bachelor's (16 years) in Mass Communication, Journalism, Media Studies, Public Relations or equivalent. 3 years' relevant experience in media management, public relations, digital communications.	(a). By initial recruitment (on contract basis) on recommendations by HR Committee.	25	35	Post induction training as the Authority may decide.
Social welfare & Bait-ul-Maal	Punjab Women Protection Authority	25. Personal Assistant (6) (Lump sum Pay)	Director General (Punjab Women Protection	Graduation at least 2 nd Division or equivalent qualification from a reputed University	(a). By initial recruitment (on contract basis) on recommendations by HR Committee.	21	28	Post induction training as the Authority may decide.

Depart ment			Authorit y)	recognized by the HEC Commission. A speed of 100wpm of shorthand in English. 40 wpm in type writing. Preference shall be given to the computer literate candidate.				
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SCHEDULE-B

WOMEN PROTECTION CENTER

Name of the Department	Functional Unit	Name of post with Grade	Appointing Authority	Minimum Qualification for Recruitment	Method of Recruitment.	Age of initial Recruitm ent		Examination / Training and other conditions required for confirmation
						Min	Max	
1.	2.	3.	4.	5.	6.	7.	8.	9.
Punjab Women Protection Authority	District Women Protection Center	District Women Protection Officer (1) (Lumpsum Pay)	Director General (Punjab Women Protection Authority	(a) Master's degree minimum second division in Management, Public Administration, Business Administration, Human Resource Management Social Sciences or equivalent qualification from accredited University 5-7 years of work experience in managing Multi-National Corporation, International Institution, Government Organization	(a) By initial recruitment (on contract) recommendations by Selection Committee. (b) If None is available on merit, then by posting/transfer from S&GAD	40	50	Post induction training as the authority may decide,

Name of the Department	Functional Unit	Name of post with Grade	Appointing Authority	Minimum Qualification for Recruitment	Method of Recruitment.	Age of initial Recruitment		Examination / Training and other conditions required for confirmation
						Min	Max	
1.	2.	3.	4.	5.	6.	7.	8.	9.
				or Non-Government Organization.				
Punjab Women Protection Authority	District Women Protection Center	Women Protection Officer (2) (Lumpsum Pay)	Director General (Punjab Women Protection Authority)	(b) Master's degree minimum second division in Social Sciences or equivalent qualification from accredited University 5 years of work experience in managing Multi-National Corporation, International Institution, Government Organization or Non-Government Organization.	(c) By initial recruitment (on contract) recommendations by Selection Committee. If None is available on merit, then by posting/transfer from S&GAD	35	45	Post induction training as the authority may decide,
Punjab Women Protection Authority	District Women Protection Center	Law Officer (2) (Lumpsum Pay)	Director General (Punjab Women Protection Authority)	LL.B. from an HEC-recognized university. Foreign degree holder will be preferred. 3 years' experience in legal practice, prosecution,	By initial recruitment (on contract) By initial	25	45	Post induction training as the authority may decide,

Name of the Department	Functional Unit	Name of post with Grade	Appointing Authority	Minimum Qualification for Recruitment	Method of Recruitment.	Age of initial Recruitm ent		Examination / Training and other conditions required for confirmation
						Min	Max	
1.	2.	3.	4.	5.	6.	7.	8.	9.
				litigation, legislative drafting, or legal advisory services relating to women's rights, family law, or criminal justice	recruitment (on contract) recommendations by Selection Committee. Recommendations By Selection Committee.			
Punjab Women Protection Authority	District Women Protection Center	Psychologist (3) (Lumpsum Pay)	Director General (Punjab Women Protection Authority)	(a) Minimum Master's degree in Psychology. (b) 1-3 year working experience in any government or non-government organization.	By the initial recruitment (on contract) on the emendations By Selection Committee.	25	45	Post induction training as the authority may decide,

Name of the Department	Functional Unit	Name of post with Grade	Appointing Authority	Minimum Qualification for Recruitment	Method of Recruitment.	Age of initial Recruitment		Examination / Training and other conditions required for confirmation
						Min	Max	
1.	2.	3.	4.	5.	6.	7.	8.	9.
				(c) Tolerance for stress and ability to cope with emotionally demanding situations, ability to relate to and empathize with range of people, capacity to be analytical and critical, excellent communication and interpersonal skills, sensitive listening and communication skills, proficient in MS office, proficient in English and Urdu. The Psychologist will through a mandatory training program specially basic counseling skills, individual, marital and group therapy.				

Name of the Department	Functional Unit	Name of post with Grade	Appointing Authority	Minimum Qualification for Recruitment	Method of Recruitment.	Age of initial Recruitment		Examination / Training and other conditions required for confirmation
						Min	Max	
1.	2.	3.	4.	5.	6.	7.	8.	9.
Punjab Women Protection Authority	District Women Protection Center	Counseling Officer / Social Welfare Officer/Mediation Officer (2) (Lumpsum Pay)	Director General (Punjab Women Protection Authority)	(a) Minimum Masters degree in Social Work, Sociology, anthropology, gender studies or equivalent qualification. (b) 1-3 year work experience in relevant field (c) Certified training in mediation and dispute resolution. (d) Proven track record in Mediation , Counseling or Dispute Resolution Prior knowledge of Dispute Resolution practices specially collaborative approaches and culturally appropriate dispute resolution practices.	(a) By the initial recruitment (on contract) on the emendations By Selection Committee.	28	45	Post induction training as the authority may decide,

Name of the Department	Functional Unit	Name of post with Grade	Appointing Authority	Minimum Qualification for Recruitment	Method of Recruitment.	Age of initial Recruitment		Examination / Training and other conditions required for confirmation
						Min	Max	
1.	2.	3.	4.	5.	6.	7.	8.	9.
Punjab Women Protection Authority	District Women Protection Center	IT Officer (1) (Lumpsum Pay)	Director General (Punjab Women Protection Authority)	(a)BS Computer Science/ IT (4-years) OR MCS-Computer Science (2-Years) or equivalent qualification. (b)Minimum 2 years experience in LAN & WAN, Network troubleshooting with hands on experience in CISCO switches, CCNA will be given an added advantage.	By the initial recruitment (on contract) on the emendations By Selection Committee.	25	40	Post induction training as the authority may decide,
Punjab Women Protection Authority	District Women Protection Center	Case Manager (6) (Lumpsum Pay)	Director General (Punjab Women Protection Authority)	(a)Bachelor degree in Social Sciences or equivalent qualification. (b)Minimum typing speed 40 words per minimum with training certification from a reputed institute. (c) Experience of 2-3 years in hospitality, customer	By initial recruitment (on contract) recommendations By Selection Committee.	25	40	Post induction training as the authority may decide,

Name of the Department	Functional Unit	Name of post with Grade	Appointing Authority	Minimum Qualification for Recruitment	Method of Recruitment.	Age of initial Recruitment		Examination / Training and other conditions required for confirmation
						Min	Max	
1.	2.	3.	4.	5.	6.	7.	8.	9.
				relation or hospital reception. (d) Possess basic legal trainings knowledge of Laws. (e) Proficient in computer applications i.e. MS office and IT skills. Excellent communication skills and have command over English language.				
Punjab Women Protection Authority	District Women Protection Center	Front Desk Officer (3) (Lumpsum Pay)	Director General (Punjab Women Protection Authority)	(f) Bachelor degree in Social Sciences or equivalent qualification. (g) Minimum typing speed 40 words per minimum with training certification from a reputed institute. (h) Experience of 2-3 years in hospitality, customer relation or hospital reception.	By initial recruitment (on contract) recommendations By Selection Committee.	25	45	Post induction training as the authority may decide,

Name of the Department	Functional Unit	Name of post with Grade	Appointing Authority	Minimum Qualification for Recruitment	Method of Recruitment.	Age of initial Recruitm ent		Examination / Training and other conditions required for confirmation
						Min	Max	
1.	2.	3.	4.	5.	6.	7.	8.	9.
				(i) Possess basic legal trainings knowledge of Laws. (j) Proficient in computer applications i.e. MS office and IT skills. Excellent communication skills and have command over English language.				
Punjab Women Protection Authority	District Women Protection Center	Assistant (1) (Lumpsum Pay)	Director General (Punjab Women Protection Authority)	B.S. Social Sciences or equivalent qualification with at least second division OR Equivalent qualification from HEC recognized University.	By initial recruitment (on contract) on the recommendation of selection committee	25	45	Post induction training as the authority may decide,
Punjab Women Protection Authority	Women Protection Center	Accountant (1) (Lumpsum Pay)	Director General (Punjab Women	B.com or equivalent qualification with at least second division OR Equivalent qualification	By initial recruitment (on contract) on the recommendation	25	45	Post induction training as the authority may decide,

Name of the Department	Functional Unit	Name of post with Grade	Appointing Authority	Minimum Qualification for Recruitment	Method of Recruitment.	Age of initial Recruitment		Examination / Training and other conditions required for confirmation
						Min	Max	
1.	2.	3.	4.	5.	6.	7.	8.	9.
			Protection Authority)	from HEC recognized University.	of selection committee			
Punjab Women Protection Authority	District Women Protection Center	Social Mobilizer (1) (Lumpsum Pay)	Director General (Punjab Women Protection Authority)	(a) Bachelor degree in Social Sciences or equivalent qualification. (b) Minimum typing speed 40 words per minimum with training certification from a reputed institute. (c) Experience of 2-3 years in hospitality, customer relation or hospital reception. (d) Possess basic legal trainings knowledge of Laws. (e) Proficient in computer applications i.e. MS office and IT skills.	By initial recruitment (on contract) on the recommendation of selection committee	25	45	Post induction training as the authority may decide,

Name of the Department	Functional Unit	Name of post with Grade	Appointing Authority	Minimum Qualification for Recruitment	Method of Recruitment.	Age of initial Recruitm ent		Examination / Training and other conditions required for confirmation
						Min	Max	
1.	2.	3.	4.	5.	6.	7.	8.	9.
				Excellent communication skills and have command over English language.				