

SERVICES REQUIRED LDA SPORTS COMPLEXES, LAHORE

The LDA Sports Complexes, Lahore is seeking qualified candidates for the following temporary positions on fixed salary:

Sr. No.	Name of Post	Eligibility Criteria	Age Limit	Salary (P.M)	No. of Posts
1	Deputy Manager (Administration & Coordination)	MBA, MPA or equivalent 16 years education in Management Sciences (Minimum 1st Division or 3.00 CGPA) from HEC recognized University with 10-year post qualification experience in relevant field.	30-40	120,000	1
2	Assistant Manager (Sports)	Graduation or equivalent 14 years education (Minimum 2 nd Division or 3.00 CGPA) from recognized University with at least 08 years' experience of Coaching/Training/Managing.	30-40	90,000	5
3	Assistant Manager (Administration & Coordination)	MBA, MPA or equivalent 16 years education in Management Sciences (Minimum 1st Division or 3.00 CGPA) from HEC recognized University with 03-years post qualification experience in relevant field.	25-35	90,000	5
4	Assistant Manager (Accounts & Finance)	MBA, M.Com, BS (Accounts & Finance) or 16 years equivalent education (Minimum 1 st Division or 3.00 CGPA) from HEC recognized University with 03-years post qualification experience in relevant field.	25-35	90,000	1
5	Assistant Manager (Operations & Maintenance)	B.Sc. Engineering from HEC recognized University/Institution (Minimum 1 st Division or 3.00 CGPA) from HEC recognized University and registered with PEC with minimum 03-years post qualification experience in relevant field.	25-35	90,000	1
6	Assistant Manager (Procurement)	16 Years Education (Minimum 1st Division or 3.00 CGPA) from HEC recognized University with minimum 08-years post qualification experience in relevant field.	30-40	90,000	1
7	Procurement Officer	Graduation or equivalent 14 years education (Minimum 1st Division or 3.00 CGPA) from HEC recognized University with minimum three (03) years relevant experience.	25-35	70,000	5
8	Customer Relationship Officer	Graduation in Administration, Marketing, Sports or Management Sciences preferably Hospitality Management or equivalent 14 years education (Minimum 1st Division or 3.00 CGPA) from HEC recognized University.	21-30	70,000	8
9	Accounts Officer	B.Com or equivalent 14 years education (Minimum 1 st Division or 3.00 CGPA) from HEC recognized University with three (03) years post qualification experience in relevant field.	21-30	70,000	5
10	Assistant Accounts Officer	B.Com or Equivalent 14 years education in Accounts or Finance (Minimum 1 st Division or 3.00 CGPA) from HEC recognized University.	21-30	60,000	5
11	Assistant Officer (Coordination)	Graduation or equivalent 14 years education (Minimum 1st Division or 3.00 CGPA) from HEC recognized University.	21-30	60,000	16
12	Maintenance Incharge	03 Years Diploma in Electrical / Mechanical / Civil with minimum five (05) years post qualification experience in relevant field.	35-45	60,000	5
13	Caretaker	Matric with at least 08 years' experience in reputed Sports Club.	35-45	60,000	4
14	Assistant Caretaker	Matric with at least 03 years' experience in reputed Sports Club.	25-35	50,000	4
15	Technician	Diploma in Mechanical; or Matriculate having at least ten years' experience in reputed private sector organization/Sports Club.	35-50	50,000	5
16	Electrician	Diploma in Electrical; or Matriculate having at least ten years' experience in reputed private sector organization/Sports Club.	35-50	50,000	5
17	Office Boy	Matric (at least 2nd Division) with one- year relevant experience.	20-35	40,000	16
18	Ball Boy	Middle Pass	20-35	40,000	10
19	Senior Swimming Coach (Male/Female)	Graduation or equivalent 14 years education (at least 2nd Division) from HEC recognized University and a University/District/Provincial Level Player with 10 years' experience or Matric/Intermediate from recognized Board and exposure as a national/international player with 10 years' experience.	35-45	75,000	5 Males 5 Females

34	Gym Coach (Male/Female)	Graduation or equivalent 14 years education (at least 2nd Division) from HEC recognized University and a University/District/Provincial Level Player with 03 years' experience or Matric/Intermediate from recognized Board and exposure as a national/international player with 03 years' experience.	25-40	60,000	5 Males 5 Females
35	Life Guard (Male/Female)	Selected Swimmer of District at least Primary Literate and Selected Swimmer registered with Sports Board Punjab or Swimming Association.	20-35	50,000	8 Males 8 Females
36	Khadim e Masjid	Hafiz e Quran with good recitational/tajweed skills preferably Dars-e-Nizami having 5 years of experience of looking after a mosque	40-50	55,000	4
37	Attendant	Intermediate or Matric with any Sports Distinction	20-35	45,000	50

Instructions:

- Interested applicants who meet the specified criteria for the required post must submit hard copy of Application Form along with CNIC, CV, dully attested copies of all educational, experience & other relevant/ required documents and two (02) passport size photographs through courier/ in person on the following address by **07th April, 2025**. Application forms can be downloaded using the **QR Code** given below:
- There shall be 05 years general age relaxation in the Upper Age Limit. The age shall be reckoned from 01-01-2025.
- Only short listed candidates will be called for test/ interview and no TA/DA will be admissible.
- The name of the position applied for should be mentioned on top of the envelop.
- Incomplete applications or applications received after the due date will not be entertained.
- Candidates must be domiciled in Punjab.
- The Employer reserves the right to accept/ reject or cancel any application or recruitment process.
- Preference shall be given to the candidates having higher qualification and ample experience in the relevant field.
- Govt. servants are requested to apply through proper channel; however, they must submit NOC from their concerned department.
- In case of any information/ credentials furnished by the applicant is found fake/ bogus/ forged at any stage or later in service shall result in termination thereof.



SECRETARY SPORTS COMPLEXES, LDA

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