

VACANCY ANNOUNCEMENT

Institute of Regional Studies (IRS), an Islamabad-based autonomous & not-for-profit think tank that focuses on South Asia invites Applications, along with detailed CVs, from qualified candidates to fill the following vacant positions on open merit and contract basis

#	DESIGNATION	BPS	POSTS
1.	SENIOR RESEARCH FELLOW QUALIFICATION (a)PHD Degree in International Relations/ Strategic Studies/Social Sciences.(b)Minimum 10-15 Years experience in Research (c)Candidate should not be more than 50 years of age	20	1
2.	SUB EDITOR QUALIFICATION (a)Master's Degree in International Affairs/Strategic Studies/Social Sciences/English literature (b)Min 2-5 Years' experience in editing research work in any reputable organization (c) Advanced level of command over English language(d) Candidates should not be more than 30.	17	1
3.	SECRETARY QUALIFICATION (a)MBA/MPA or Master's Degree in any field (b)Min 5 years experience in personnel Management, Budgeting, Accounting and Administrative experience of running an organization or any independent Institute. (c)Candidates shouldnot be more than 35 years of age	17	1
4.	PUBLIC RELATIONS OFFICER QUALIFICATION (a)Master's degree.(b)Minimum 2-5 Years experience of managing social media, event management & public relations.(c)Candidate should not be more than 30 yr	17	1
5.	ASSISTANT RESEARCH OFFICER QUALIFICATION (a)Master's in International Affairs,Strategic Studies/Social Sciences.(b) Preference will be given to those having a Degree from Foreign Universities. (c) Research experience or Research Oriented Training is preferred. (D)Candidates should not be more than 30 years of age- Applications, together with CVs, can be sent on	17	2

irspak@comsats.net.pk

Please mention the post for which applied clearly in the Subject; Qualifications, Experience & contact details in the body of email. Incomplete applications will not be entertained.Those short listed for test/interview will have to produce their original academic degrees & experience certificates at the time of their visit to IRS-.Short listed candidates will be interviewed by a panel. The decision of the IRS will be final regarding selection and cannot be challenged. Selected candidates will have to produce a medical fitness certificateas per GoP rules. IRS reserves the right to not fill any or all the vacant positions. Applications should reach on the above email address not later than **10th May 2021** before official closing hour. No application received after the due date and time will be entertained