

**INDUS BASIN IRRIGATION SYSTEM (IBIS) AUTOMATION OF 27 KEY SITES FOR
DISCHARGE MONITORING**

(Telemetry Project Staff)

INTRODUCTION:

Indus River System Authority (IRSA), an autonomous body established under Act No. XXII of 1992, is establishing a Telemetry System, through a Project namely "Installation of Telemetry System for Real –Time Discharge Monitoring at 27 Key Sites on Indus Basin Irrigation System (IBIS)". WAPDA is implementing the Project as Executing Agency.

The staff hired for the Project through this advertisement will be attached with WAPDA during execution, DPL period of One (1) year and thereafter WAPDA's maintenance period of two (2) years. Key sites are located in the entire IBIS with distribution as 16 No. in Punjab, 3 No. in Sindh, 5 No. in Balochistan and 3 No. in Khyber Pakhtunkhwa Province. IRSA intends to appoint the following Project Staff for the Telemetry Project.

**JOB DESCRIPTIONS, QUALIFICATIONS AND EXPERIENCE REQUIRED FOR
TELEMETRY PROJECT STAFF**

1. DEPUTY DIRECTOR (MONITORING) PPS-08-ONE POST

Job Description:

The main role of the Deputy Director (Monitoring) will be to assist Director General (Monitoring) and manage the field teams in maintaining the installed systems. Tasks include:

- To collaborate with the Director General (Monitoring) to operate and maintain the system.
- To oversee and manage subordinate field teams to ensure smooth functioning of the Telemetry System.
- Ability to attend to and rectify faults.
- To supervise Assistant Directors for efficient system operation with optimal use of resources.
- To draw up demand for spares etc. based on observed fault patterns.

Qualification and Experience Requirements:

The candidate with age up to 40 years having following qualifications:-

- M.Sc. Electrical/Electronics with 8 years of experience in design/installation of equipment, OR
- B.Sc. Electrical/Electronics Engineering with 12 years of experience in design/installation of equipment.
- Design/installation of at least one SCADA and telecommunication project.
- He/She should have working knowledge with Solar, Power and IoT technology.
- Preference will be given to previous management, administration & Coordination experience.
- Fully proficient in Microsoft Office and relevant technical software/HMI.

2. DEPUTY DIRECTOR (CENTRAL) PPS-08-ONE POST

Job Description:

The main role of the Deputy Director (Central) will be to assist Director General (Monitoring) and manage the field teams in maintaining the installed systems. Tasks include:

- To manage the field flow measurement team(s).
- Oversee and manage subordinate field teams for flow measurement using ADCP. Development/updating of stage-discharge-relationships at canal(s)

Qualification and Experience Requirements:

The candidate with age up to 40 years having following qualifications:-

- M. Phil (Hydrology)/ M.Sc. Water Resources Engineer with 8 years of experience.
- B.Sc. Civil / Agriculture with 12 years of experience.
- Design/installation of at least one SCADA and telecommunication project.
- He/She should have working knowledge with Solar, Power and IoT technology.
- Preference will be given to previous management, administration & Coordination experience.
- Fully proficient in Microsoft Office and relevant technical software/HMI.

3. ASSISTANT DIRECTOR (MONITORING) PPS-7-THREE POSTS

Job Description:

The main role of the Assistant Director (Monitoring) will be leading the field team for timely addressal of faults and smooth function of the system. Tasks include:

- To collaborate with the IRSA HQ monitoring team for managing the technical issues with the system
- To fault detection and addressal in view of the Operation and Maintenance (O&M) manuals.
- Timely highlighting the requirement of spare parts and replacement of sensors/batteries.

Qualification and Experience Requirements:

The candidate with age up to 35 years having following qualifications: -

- Bachelor's degree in Electrical/Electronic Engineering from HEC recognized University
- Participated in installation of at least one telecommunication project, or alternatively O&M of one such project.
- Preferably 5 years of experience. He/she should have experience of Telecommunication, Electrical/Solar/ Power and knowledge IoT technology.
- Working on SCADA will be preferred.
- Proficient in Microsoft Office.

4. ASSISTANT DIRECTOR (FLOW MEASUREMENT) PPS-7 - TWO POST

Job Description:

The main role of the Assistant Director (Flow Measurement) will be to lead the field teams for flow measurements and to assist Deputy Director Central. Tasks include:

- To plan and supervise flow measurement field staff in carrying out the measurements, collection of data, processing, and reporting.
- To implement international standards/guidelines (USGS, ISO, etc.,) in all measurements and observations to maintain quality of collected data.
- To assist to generate monthly, quarterly, and annual reports providing details of measurements and results.

Qualification and Experience Requirements:

The candidate with age up to 35 years having following qualifications: -

- B.Sc degree in Civil/ Agriculture from HEC recognized university
- M.Sc in Hydrology/Water Resources will be preferred.
- Preferably two years' experience in hydrometry/flow measurements in rivers and canals.
- Understanding of flow dynamics/ seasonal variations of Indus River and its tributaries
- Proven skills in use of conventional current meter, ADCP, GPS and software related to hydrometry.
- Knowledge of safety requirements in flow measurements.

5. SUB ENGINEER (ELECTRICAL/ELECTRONICS) - PPS-05 – TWENTY-SIX POSTS

Job Description:

The main role of the Sub Engineer (Electrical/Electronics) will be as under: -

- To assist the Assistant Director in field operations for timely addressal of faults and smooth function of the system.
- Transmission of the collected data to data processing section after preliminary computation and analysis.

Qualification and Experience Requirements:

The candidate with age up to 30 years having following qualifications and experience: -

- Three years' diploma of Associate Engineering (DAE) in Electrical / Electronics Technology from a recognized Institution.
- Possessing at least 5-years of hands-on experience in installation / operation of Instrument Control and SCADA Application.
- Candidates with expertise in relevant system at barrages / dams will be preferred.
- Proficiency in use of MS Word / Excel and any latest related software is required.

6. SUB ENGINEER (CIVIL) – PPS-05 – TWO POSTS

Job Description:

The main role of the Sub Engineer (Civil) will be as under: -

- To conduct flow measurements at rivers and canals of sites.
- Flow measurements with conventional current meters / ADCP through wading / boat or bridge.

Qualification and Experience Requirements:

The candidate with age up to 30 years having following qualifications and experience: -

- Three years' diploma of Associate Engineering (DAE) in Civil Technology from a recognized Institution possessing at least 5-years relevant experience of regulation / flow monitoring and operation of Irrigation System.
- Proficiency in use of MS Word / Excel and any latest related software is required.

7. **HYDROGRAPHER - PPS-05-TWO POSTS**

Job Description:

The main role of the Hydrographer will be to operate the flow measurements equipment for flow measurement in rivers and canals. Tasks include: -

- To assemble/ mount the equipment at sites and conduct flow measurements with conventional current meter/ ADCP through wading/boat or bridge.
- To maintain log of observations and data during the observations as per the standard requirements/ instructions by the expert.

Qualification and Experience Requirements:

The candidate with age up to 30 years having following qualifications and processing skills in operating the flow measurement equipment: -

- Minimum DAE Civil/Mechanical from a recognized institute.
- One year experience in operating the flow measurement equipment will be preferred.

8. **MONITORING ASSISTANT (ELECTRICAL/ELECTRONICS) - PPS-5 - ONE POST**

Job Description:

The main role of the Monitoring Assistant will be to compile the flow measurement and comparisons with the reported telemetry discharges. Tasks include: -

- To collect and compilation of field observations during flow measurements
- To assist his/her hierarchy in issuance of various report on flow measurement
- To compare the flow measurement and report discharges with the hydraulic formulae and highlight the requirement of updating the rating curves at key sites.

Qualification and Experience Requirements:

The candidate with age up to 30 years having following qualifications: -

- DAE in Electrical/Electronics from a recognized institute.
- Preferably 5 years' experience on water related structures
- Good understanding of barrage and canal operations
- Good communication skills.
- Proficient in Microsoft Office.

9. **SUPERVISOR (ELECTRONICS/TELECOM/ELECTRICAL/POWER) - PPS-05 - FOUR POSTS**

Job Description:

The main role of the Supervisor will be as under: -

- To assist the Programmer and Monitoring Assistant in data center for the addressal of faults and smooth function of the system.
- Fault detection and addressal in view of the Operation and Maintenance (O&M) manuals.

Qualification and Experience Requirements:

The candidate with age up to 30 years having following qualifications and experience: -

- DAE (Electronics/Telecom/Electrical/Power) technology from a recognize university institution.
- Experience: 5 years
- Proficient in Microsoft Office.

10. COMPUTER OPERATOR - PPS-6 - TWO POSTS

Job Description:

The main role of the Computer Operator to prepare working papers, presentations, to arrange meetings, noting, drafting and typing.

Qualification and Experience Requirements:

The candidate with age up to 33 years having following qualifications: -

- Bachelor's Degree in Computer Sciences (BCS) from HEC recognized university.
- 2 years relevant experience will be preferred.
- Proficient in Microsoft Office.

11. ASSISTANT (ADMN) - PPS-6- TWO POST

Job Description:

The main role of the Assistant Admn is to prepare noting, drafting, typing, cataloging, logistic, inventories management. He/she will perform his/her duties in accordance with Secretariat Instruction of Federal Government.

Education and Experience Requirements:

The candidate with age up to 33 years having following qualifications:-

- BA/B.Sc./B.com/Bachelor's Degree in any discipline from HEC recognized university.
- Noting drafting and typing.
- Proficient in Microsoft Office.

12. SENIOR AUDITOR - PPS-6 - ONE POST

Job Description:

The main role of Senior Auditor is to pre-audit claims and bills/invoices prior to obtaining approval from the Drawing and Disbursing Officer. Additionally, the Senior Auditor shall assist the Assistant Budget and Accounts Officer in the performance of assigned duties.

Qualification and Experience Requirements

The candidate with age up to 30 years having following qualifications:-

- 2nd class degree B.Com with auditing and advanced Accounting. OR
- 2nd class degree B.A/ B.Sc with 3 years' postgraduate experience of Accounts/Audit service.
- Proficient in Microsoft Office.

13. ACCOUNTS ASSISTANT - PPS-6 - ONE POST

Job Description:

The main role of the Accounts Assistant is to provide comprehensive support to the Assistant Budget and Accounts Officer in all matters pertaining to accounts. This includes assisting in the maintenance of financial records, preparation and verification of vouchers and bills, reconciliation of accounts, and ensuring compliance with applicable financial rules, regulations, and procedures, as assigned from time to time.

Qualification and Experience Requirements:

The candidate with age up to 30 years having following qualifications:-

- 2nd class degree B.Com with auditing and advanced Accounting. Or

- 2nd class degree B.A/ B.Sc with 3 years' postgraduate experience of Accounts/Audit service.
- Proficient in Microsoft Office.

14. CASHIER - PPS-5 - ONE POST

Job Description:

The main role of the Cashier is to handle cash payments and deposit cheques in banks, maintain account ledgers accordingly, and assist the Accounts Assistant in matters related to accounts and financial record-keeping.

Qualification and Experience Requirements:

The candidate with age up to 30 years having following qualifications:-

- 2nd class degree B.Com with auditing and advanced Accounting. OR
- 2nd class degree B.A/ B.Sc with 3 years' postgraduate experience of Accounts/Audit service.
- Proficient in Microsoft Office.

15. SENIOR CLERK- PPS-4- FIVE POSTS

Job Description:

The main role of the Senior Clerk is to prepare noting, drafting and typing. He/she will perform his/her duties in accordance with Secretariat Instruction of Federal Government.

Qualification and Experience Requirements:

The candidate with age up to 30 years having following qualifications: -

- B.A.
- Typing work, Diary and dispatch.
- Proficient in Microsoft Office.

16. JUNIOR CLERK- PPS-3-SIX POSTS

Job Description:

The main role of the Junior Clerk is to prepare noting, drafting, typing and record keeper in the administration. He/she will perform his/her duties in accordance with Secretariat Instruction of Federal Government.

Qualification and Experience Requirements:

The candidate with age up to 30 years having following qualifications: -

- Minimum having Higher Secondary Certificate
- Looking after the movement of files within and outside the office and keep a record of the same.
- Typing work, Diary and dispatch.
- Proficient in Microsoft Office.

17. TECHNICIAN (ELECTRICAL) - PPS-3-TWENTY SIX POSTS

Job Description:

The main role of the Technician will be to assist Sub Engineer (Electronics /Telecom/Electrical/ Power) for field equipment maintenance and repairing, testing and troubleshooting electronic systems and components.

Qualification and Experience Requirements:

The candidate with age up to 30 years having following qualifications: -

- One-year technical certification in Electrical/Electronics from Govt. recognized vocational /technical /training institute.
- Preferably 3 years' experience.
- Proficiency in reading and interpreting technical drawings, schematics, and manuals.
- Strong understanding of electronic principles, circuits, and components.
- Computer literate.

18. DRIVER - PPS-2-THREE POSTS

Job Description:

The main role of the Driver is to drive the vehicle for local and field duty.

Qualification and Experience Requirements:

The candidate with age up to 35 years having following qualifications: -

- Matric with LTV license.
- To drive and maintain the vehicles.

19. GAUGE OBSERVER / HELPER - PPS-1- TWENTY-SEVEN POSTS

Job Description:

The main role of the Gauge Observer / Helper is to help the flow measuring team.

Qualification and Experience Requirements:

The candidate with age up to 30 years having following qualifications: -

- Middle
- To help the flow measuring team
- To support the flow measurement team and understanding of gauge data.

20. CLEANER- PPS-1- TWENTY-SEVEN POSTS

Job Description:

The main role of the Cleaner is to help the flow measuring team.

Qualification and Experience Requirements:

The candidate with age up to 30 years having following qualifications: -

- Middle
- To clean the Telemetry equipments and to assist field team.

21. BOAT OPERATOR - PPS-1-TWO POSTS

Job Description:

The main role of the Boat Operator isto help the flow measuring team.

Qualification and Experience Requirements:

The candidate with age up to 35 years having following qualifications: -

- Literate
- To operate the boat for flow measurement using new procured flow measurement equipment.
- Possessing swimming skills.

22. NAIB QASID - PPS-1-THIRTY SIX POSTS

Job Description:

The main role of the Naib Qasid is to attend the officers/ officials.

Qualification and Experience Requirements:

The candidate with age up to 30 years having following qualifications: -

- Middle.
- To clean the office, files and furniture.

23. SECURITY GUARD - PPS-1-ONE HUNDRED AND NINE POSTS

Job Description:

The main role of the Security Guard is to provide security to field installations.

Qualification and Experience Requirements:

The candidate with age up to 35 years having following qualifications: -

- Middle.
- To provide security to field installations.
- Retired Armed Forces personnel's will be given preference.

24. SANITARY WORKER - PPS-1-ONE POST

Job Description:

The main role of the Sanitary Worker is to clean the office and its premises.

Qualification and Experience Requirements:

The candidate with age up to 30 years having following qualifications: -

- Literate.
- To keep the cleanliness of the offices and its premises.