



**NAWAZ SHARIF INSTITUTE OF CANCER TREATMENT AND RESEARCH
(NSICTR)**

VACANCY ANNOUNCEMENT

Applications are invited from Pakistani and Foreign Nationals for appointment against following assignments, on Contract basis, at Nawaz Sharif Institute of Cancer Treatment and Research (NSICTR), Lahore:

- Chief Executive Officer / Dean
- Finance Director
- Hospital Director
- Medical Director
- Director Accreditations and Quality Assurance

Interested candidates may download the complete particulars of the posts including required qualifications, experience, age, terms & conditions etc. from the following link
<https://health.punjab.gov.pk/Jobs.aspx>

The applicant is required to submit application / dossier through email at
nsictrc@punjab.gov.pk

Last date of submission of application is **05-05-2025**.

Only short-listed candidates will be invited for interview.

SECTION OFFICER (GENERAL)

**SPECIALIZED HEALTHCARE & MEDICAL EDUCATION DEPARTMENT
11-A LAWRENCE ROAD LAHORE. +92 42 99206250**

Nawaz Sharif Institute of Cancer Treatment and Research (NSICTR) **SITUATION VACANT**

Applications are invited for appointments of following Administrative Posts on **Contract Basis** for the Nawaz Sharif Institute of Cancer Treatment and Research (NSICTR) under the Government of Punjab, Specialized Healthcare and Medical Education Department, Lahore.

Sr. #	Name of Post	No. of Seats	Qualification/ Experience/ Research
1.	Chief Executive Officer/ Dean	01	<p><u>1. Educational Qualifications:</u></p> <ul style="list-style-type: none"> • MBBS or equivalent medical qualification as determined by HEC/ PM&DC. F.C.P.S/M.S/M.D / MDS/PhD (in respective subject)/ Membership of Royal Colleges (UK)/ Fellow of Royal Colleges (UK)/Diplomat of American Board OR Other terminal equivalent qualifications in the specialty recognized/registered by the HEC/ PM&DC. • Specialized training or certifications in Medical, Radiation, Surgical, Pediatric, Gynecologic, Hematologic, Neurologic, Geriatric Oncology and Bone Marrow Transplant specialist in an HEC recognized University or HEC recognized Medical/Dental College is preferable • 10-years of post-fellowship experience in an HEC recognized University or HEC recognized Medical/Dental College • 15 Research Publication be published in a standard Medical Journal as approved by the HEC/ PM&DC or Internationally Indexed Medical Journals in relevant specialty. <p><u>2. Professional Expertise:</u></p> <ul style="list-style-type: none"> • Extensive experience in a leadership role within a healthcare institution or research organization, with a track record of successfully managing operations, strategic planning, and resource allocation. • Significant experience in the cancer treatment or medical research field, especially within administrative or executive roles. • Prior experience in managing multidisciplinary teams, including medical professionals, researchers, and administrative & Managerial staff. • Experience in strategic planning, organizational leadership, and change management within complex healthcare settings. <p><u>3. Knowledge of Local and International Healthcare Systems:</u></p> <ul style="list-style-type: none"> • Familiarity with local & foreign healthcare systems, regulations, and policies, as well as international best practices in cancer treatment and research, administration and financial management. • Understanding of global healthcare trends, especially related to oncology, research funding, and treatment innovations. <p><u>4. Age Limit:</u></p> <ul style="list-style-type: none"> • Age limit: 40 years or above.

Sr. #	Name of Post	No. of Seats	Qualification/ Experience/ Research
2.	Finance Director	1	<p>1. Educational Qualifications:</p> <ul style="list-style-type: none"> • Master's degree in Finance, Accounting, Economics, Business Administration, or equivalent from a recognized institution. • Professional certifications such as CA (Chartered Accountant), ACCA, CPA, CMA, or CFA will be preferred. • Additional qualifications in public sector financial management or healthcare finance will be an advantage. <p>2. Professional Experience:</p> <ul style="list-style-type: none"> • Minimum 10 years of post-qualification experience in financial management, preferably in the public or healthcare sector. • At least 5 years of experience in a senior financial leadership role, such as Finance Director/Chief Financial Officer (CFO)/Head of Finance Department/Treasurer or Deputy Treasurer with 7 years of experience • Strong background in budgeting, auditing, and financial planning • Experience in liaising with external auditors and ensuring compliance with financial regulations. <p>3. Financial and Compliance Expertise:</p> <ul style="list-style-type: none"> • Thorough understanding of financial rules, propriety, and audit requirements. • Experience in pre-audit functions and ensuring financial transparency. • Proven ability to ensure value for money in financial decision-making. • Expertise in public sector accounting standards and healthcare finance regulations. <p>4. Leadership and Management Skills:</p> <ul style="list-style-type: none"> • Strong ability to lead financial teams and implement financial policies. • Experience in coordinating with hospital administration, government bodies, and financial institutions. • Ability to develop financial strategies and oversee risk management. <p>5. Key Responsibilities:</p> <ul style="list-style-type: none"> • Develop and implement financial strategies to ensure fiscal stability and sustainability. • Oversee budgeting, forecasting, and financial planning processes. • Provide accurate and timely financial reports to the executive teams and board of directors. • Ensure compliance with tax laws, financial regulations, and government policies. • Manage procurement processes and financial contracts to ensure cost-effectiveness. • Strengthen internal financial controls and risk assessment mechanisms. • Coordinate financial audits and liaise with external regulatory authorities. • Integrity and Ethical Standards: Strong reputation for ethical financial management and accountability. <p>6. Age Limit:</p> <ul style="list-style-type: none"> • Age Limit: 40 years or above.

Sr. #	Name of Post	No. of Seats	Qualification/ Experience/ Research
3.	Hospital Director	1	<p>1. Educational Qualifications:</p> <ul style="list-style-type: none"> • MBBS or equivalent medical qualification as determined by HEC PM&DC. • F.C.P.S/M.S/M.D / MDS/PhD or equivalent in respective subject Membership of Royal Colleges (UK)/ Fellow of Royal College (UK)/Diplomat of American Board OR Other terminal equivalent qualifications in the specialty recognized/registered by the HEC/ PM&DC. • Preferred qualifications such as a Master's in Hospital Administration (MHA) or MCPS in Healthcare System Management or MBA (Health Management), or equivalent would carry significant advantage. <p>2. Professional Experience:</p> <ul style="list-style-type: none"> • Minimum 10 years of post-graduate experience in a recognized healthcare institution. • At least 3-5 years of experience in a hospital administrative or leadership role.. • Strong background in hospital operations, facility management, and service coordination. • Experience in managing non-clinical services such as procurement, human resources, security, and infrastructure maintenance. • 10 Research Publication be published in a standard Medical Journal as approved by the HEC/ PM&DC or Internationally Indexed Medical Journals in relevant specialty and hospital administration. <p>3. Regulatory and Compliance Knowledge:</p> <ul style="list-style-type: none"> • Familiarity with healthcare regulations, accreditation standards, and legal frameworks. • Experience in ensuring compliance with medical and ethical standards. • Understanding of hospital licensing, safety protocols, and risk management. <p>4. Skills and Competencies:</p> <ul style="list-style-type: none"> • Leadership and organizational skills to oversee hospital functions effectively. • Strong interpersonal and communication skills for engaging with hospital staff and external stakeholders. • Problem-solving and decision-making skills to manage daily hospital operations and emergencies. • Ability to develop and implement hospital policies for improved efficiency and patient care. <p>5. Infrastructure and Ancillary Services Management:</p> <ul style="list-style-type: none"> • Experience in overseeing hospital engineering, maintenance, security and janitorial services. • Capability to manage pharmacy, supply chain, and communication systems efficiently. • Familiarity with modern hospital technology and digital health solutions. <p>6. Leadership and Management:</p> <ul style="list-style-type: none"> • Ability to implement strategic plans in alignment with the Dean's directives. • Experience in fostering teamwork and continuous hospital service improvement. • Capacity to liaise with the Board, Council, and Dean to execute operational strategies.

Sr. #	Name of Post	No. of Seats	Qualification/ Experience/ Research
			<ul style="list-style-type: none"> Integrity and Ethical Standards: A strong reputation for ethical leadership and professional conduct. 7. Age Limit: <ul style="list-style-type: none"> Age Limit: 40 years or above.
4.	Medical Director	1	1. Educational Qualifications: <ul style="list-style-type: none"> MBBS or equivalent medical qualification as determined by HEC PM&DC. F.C.P.S/M.S/M.D / MDS/PhD or equivalent in respective subject Membership of Royal Colleges (UK)/ Fellow of Royal Colleges (UK)/ Diplomat of American Board OR Other terminal equivalent qualification in the specialty recognized/registered by the HEC/ PM&DC. Additional qualifications Masters in Hospital Administration (HMA), healthcare management, or clinical governance will be preferred. 2. Professional Experience: <ul style="list-style-type: none"> Minimum 10 years of post-fellowship experience in a recognized healthcare institution. At least 5 years of experience in a clinical leadership role such as Medical Director, Head of Department, or equivalent. Strong background in clinical governance, quality assurance, and patient safety. Experience in developing and managing clinical programs and services. 10 Research Publication be published in a standard Medical Journal as approved by the HEC/ PM&DC or Internationally Indexed Medical Journals in relevant specialty. 3. Clinical Governance and Quality Control: <ul style="list-style-type: none"> Proven expertise in assessing and auditing clinical programs to improve patient outcomes. Ability to implement best practices in patient care and clinical excellence. Experience in developing and ensuring compliance with clinical guidelines, policies, and protocols. Experience in conducting clinical research, audits, and academic activities, as well as experience in teaching and training medical staff. Ability to drive innovation in patient care services and integrate new clinical technologies. Encouragement of evidence-based medical practices within the hospital. Integrity and Ethical Standards: Strong reputation for professional and ethical conduct. 4. Age Limit: <ul style="list-style-type: none"> Age Limit: 40 years or above.
5.	DIRECTOR ACCREDITATIONS AND QUALITY ASSURANCE	1	1. Educational Qualifications: <ul style="list-style-type: none"> MBBS or equivalent medical qualification as determined by HEC/ PM&DC. F.C.P.S/M.S/M.D / MDS/PhD or equivalent in respective subject Membership of Royal Colleges (UK)/ Fellow of Royal Colleges (UK) Diplomat of American Board OR Other terminal equivalent qualifications in the specialty recognized/registered by the HEC/ PM&DC.

Sr. #	Name of Post	No. of Seats	Qualification/ Experience/ Research
			<ul style="list-style-type: none"> Preferred qualifications/certifications in Quality Management Systems (QMS), ISO Accreditation, JCI standards, or Clinical Governance will be preferred. <p>2. Professional Experience:</p> <ul style="list-style-type: none"> Minimum 10 years of post-qualification experience in the field of healthcare quality assurance, hospital accreditation, health regulations, or healthcare management. At least 5 years of experience in a leadership role in Quality Assurance, Accreditation, or Clinical Governance within a reputable healthcare institution. Experience in preparing, implementing, and managing healthcare accreditation standards, quality management frameworks, audits, and compliance processes. <hr/> <p>3. Quality Assurance and Clinical Governance:</p> <ul style="list-style-type: none"> Proven ability to develop, implement, and monitor quality assurance programs and accreditation processes. Demonstrated expertise in internal and external healthcare audits, risk management, patient safety programs, and performance evaluations. Familiarity with national and international healthcare accreditation standards (e.g. ISO 9001, JCI, PHC, CPSP, PMC/PMDC). Strong understanding of healthcare laws, regulations, and accreditation protocols. Strong reputation for professional integrity and ethical conduct. <hr/> <p>4. Regulatory Compliance and Policy Development:</p> <ul style="list-style-type: none"> Ability to formulate policies, standard operating procedures (SOPs), and guidelines to ensure institutional compliance. <hr/> <p>5. Age Limit:</p> <ul style="list-style-type: none"> Age Limit: Minimum 40 years.