



Career Opportunities For Karachi BRT Red Line Project

Female candidates are strongly encouraged to apply

TransKarachi is a Public Sector company established under Section 42 of the Companies Act 2017 to carry out the project implementation, management, and maintenance of urban rapid transit projects in Karachi including the Karachi Bus Rapid Transit (BRT) Red Line Project, Pakistan's first Zero emission mass transit system. The project is sponsored by the Government of Sindh with financial assistance from the Asian Development Bank (ADB) and co-financiers, including the Asian Infrastructure Investment Bank (AIIB), the French Agency for Development (AFD), and the Green Climate Fund (GCF).

The Karachi BRT Red Line project will deliver a sustainable urban transport system that focuses on accessibility and people's mobility needs. It is anticipated that 320,000 passengers would travel daily on the buses of the BRT Red Line in the city. Red Line would deliver a zero-emission sustainable transportation system; BRT vehicles would be fueled by biomethane produced from agricultural waste, which is both cost-effective and environmentally friendly. It is also anticipated that direct employment to be generated via execution of the project will be 2,118 jobs, including 1,424 jobs for station services; and 615 jobs in bus operations.

The company is seeking dynamic, experienced, and self-driven professionals for the following positions:

| S. No | Name of Post | Job Profile | Qualification and Experience |
|-------|---|---|--|
| 1. | Internal Auditor Position: 01 | The Internal Auditor will be responsible for managing the internal audit function of TransKarachi, specifically for planning, implementing and controlling the internal audit activities so that the company is able to achieve its objectives in a highly professional and transparent manner. | Qualification: A Bachelor's degree in accounting, finance, economics or related field plus a Certified Internal Auditor (CIA) qualification is mandatory for this position; Certified Fraud Examiner (CFE), Master's Degree would be an added advantage. EXPERIENCE: A minimum of 10 years of experience in internal audit or a risk management function, including 3 years with managerial responsibilities |
| 2. | Gender and Social Specialist Position: 01 | The Gender Specialist will spearhead TransKarachi's capacity development and knowledge development initiatives on gender through networking and partnership-building and will support the development and management of gender-related action plans and projects of TransKarachi. | Qualification: Post Graduate in gender studies, law, social work, public policy and administration, urban development or related discipline. Foreign qualification will be considered an added advantage. Experience: At least 10 years of post-qualification relevant experience including a minimum of 5 years of experience in a similar role. Experience of working with ADB, Multi-lateral development banks and government is highly desirable |
| 3. | Communication Specialist / Manager Media Relations Position: 01 | The Communication Specialist (Manager Media Relations) would be handling the media relations role and lead media outreach initiatives, inclusive of pitching, inbound media queries, and managing relationships between TransKarachi and local, national, and international media. | Qualification: Master degree in media relations / mass communications / journalism / public relations or related field. Foreign qualification will be considered an added advantage. Experience: Minimum 10 years' progressive experience in managing communications, media relations, and thought leadership in a reputed company. Demonstrated experience of preparing and implementation of media and communication strategies is essential and a requirement of the position. |
| 4. | Transport Planning and Operations Specialist Position: 01 | The Transport Planning and Operations Specialist shall provide technical support pertaining to transport planning, traffic engineering, pedestrian and parking demand estimation and review for the TransKarachi Red Line BRT. The candidate shall also provide design, execution and maintenance supervisory services for transport infrastructure development. The candidate shall support and carry out review and oversight of transport planning, traffic engineering, signage and congestion mitigation activities and management plan during construction of BRT Red Line and post construction long-term maintenance period. | Qualification: Master's in Transportation/ Traffic Engineering or Infrastructure/ Urban Planning with majors in Transport Planning or related field. Foreign qualification will be considered an added advantage. Experience: At least Seven (7) years of post-qualification relevant experience. Candidate should have demonstrated experience of Mass Transit and Public Transport Planning. Experience of a Mass Transit/ Public Transport/ Transport Planning Infrastructure Project with Multinational and Donor Agency Candidate will be preferred and considered an added advantage. A minimum of 2 years of managerial experience for a Public Transport/ Mass Transit Planning and Implementation project is highly desirable. Relevant International work experience will be considered an added advantage. |
| 5. | Infrastructure Specialist (IS-002) Position: 01 | The Infrastructure Specialist shall provide technical support for review of BRT detailed design and supervisory services for oversight of construction works and post construction long-term maintenance works. | Qualification: Bachelor's in Civil Engineering/ Transportation Engineering or related field. Foreign qualification will be considered an added advantage. Must be proficient in AutoCAD, PRIMAVERA, MS PROJECT etc. Professional training courses pertaining to Infrastructure Planning and Quality Control and any other relevant skills. Experience: At least 7 years of post-qualification relevant experience of infrastructure planning, design and construction. Candidate should have demonstrated experience of Multinational and donor agency infrastructure project execution, planning and quality control. A minimum of 2 years of managerial experience for an infrastructure development project is highly desirable. Relevant International work experience will be considered an added advantage. |
| 6. | Infrastructure Specialist (IS-001) Position: 01 | The Infrastructure Specialist shall provide technical support and supervisory and managerial services for the development of the BRT Infrastructure in accordance with all applicable engineering best practices and guidelines, and laws, rules and regulations including but not limited to ADB rules and guidelines. The candidate shall support and carry out review and oversight of design, construction Works along with implementation unit and post construction long-term maintenance. | Qualification: Bachelor's in Civil Engineering/ Transportation Engineering or related field. Foreign qualification will be considered an added advantage. Must be proficient in AutoCAD, PRIMAVERA, MS PROJECT etc. Professional training courses pertaining to Infrastructure Planning and Quality Control and any other relevant skills. Experience: At least 10 years of post-qualification relevant experience of infrastructure planning, design and construction. Candidate should have demonstrated experience of multinational and donor agency infrastructure project execution, planning and quality control. A minimum of 3 years of managerial experience for an infrastructure development project is highly desirable. Relevant international work experience will be considered an added advantage. |
| 7. | Contract Management Specialist Position: 01 | The position is responsible to administer and manage the performance-based contracts of various service providers and vendors engaged by TransKarachi. He/she will assist with monitoring and administration of all commercial and service contracts in accordance with TransKarachi policies and applicable legal requirements. He/she will work closely with internal business partners to provide support in a wide variety of vendor engagements, including transit service provider, intelligent technology systems providers, marketing, and media initiatives. He/she will also be required to provide support to the internal business partners in the development of new vendor relationships/contracts and will ensure alignment with reinforcing contract terms and existing Legal processes in a timely manner. | Qualification: Master degree in civil engineering, economics, finance, management, law, contracts, or related discipline. Foreign qualification will be considered an added advantage. Specialized Training and Professional training in procurement and contract administration, ADB and other MDB procurement and contract administration system, FIDIC conditions of contract, strategic management, project coordination, performance measurement and management, negotiation skills, or any other skills considered relevant for the position. Active affiliations – membership of recognised Industry or Professional Organisations. Experience: At least 7 years of relevant experience in infrastructure projects. Candidate should have demonstrated experience on ADB or other MDB procurement and contract administration system. A minimum of 3 years of experience on ADB procurement and contract system is highly desirable |
| 8. | AD Gender and Community Mobilization | The AD Gender and Community Mobilization will ensure all activities being planned and implemented under TransKarachi are compliant with Gender Action Plan and applicable national and international community mobilization and social safeguards requirements. | Qualification: Master degree in Social Sciences, Public Administration, Business Administration or equivalent from a HEC recognized university. Foreign qualification will be considered an added advantage. Experience: At least 7 years of post-qualification relevant experience with a minimum of 4 years of experience in a similar role is highly desirable. |
| 9. | DD-Procurement and Contracts Position: 02 | The DD Procurement and Contracts will manage the overall procurement and contract functions of project Implementation Unit and TransKarachi in a transparent and professional manner and in accordance with all applicable laws, rules and regulations including ADB procurement rules, Sindh Public Procurement Rules, and Public Procurement Rules. | Qualification: Minimum Bachelor degree in civil engineering. Professional training courses in procurement and contract administration and any other relevant skills will be an added advantage. Experience: At least 5 years relevant experience. Candidate should have demonstrated experience of Donor Agency preferably ADB Procurement System and also that of Sindh Public Procurement Regulatory Authority System. A minimum of 2 years of experience on ADB procurement system is highly desirable. Relevant International work experience will be considered an added advantage. |
| 10. | DD Technical/ Executive Engineer Position: 02 | The DD Technical/ Executive Engineer having expertise in roads and buildings design, construction and maintenance works shall ensure that the Infrastructure of the Red Line BRT project is constructed within its project budget and estimates. The DD Technical/ Executive Engineers will design, conduct design and drawing reviews, supervise construction works and prepare, review and verify quantity and cost estimates, payment certificates, planning and progress schedules and variations made. | Qualification: Bachelor's in Civil Engineering/ Transportation Engineering or related field. Higher Qualification and/or Foreign qualification will be considered an added advantage. Must be proficient in AutoCAD, PRIMAVERA, MS PROJECT etc. Professional training courses pertaining to Infrastructure Planning and Quality Control and any other relevant skills will be considered an added advantage. Experience: At least 7 years of post-qualification relevant experience. He/ She should have Road and/ or Building Infrastructure Project Design, Planning, Construction and Quality Control demonstrated experience of Multinational and Donor Agency. A minimum of 3 years of on-site construction and supervision experience is highly desirable. Relevant International work experience will be considered an added advantage |
| 11. | AD Utilities & Surveys Position: 02 | The AD Utilities shall ensure existing utilities infrastructure within and along the corridor are shifted within budget and estimates in timely manner. | Qualification: Bachelor's in Civil Engineering / Transportation Engineering or related field. Higher Qualification and/or Foreign qualification will be considered an added advantage. Experience: At least 7 years of post-qualification relevant experience. Candidate should have demonstrated Utilities relocation experience of at least 2 years. Experience of multinational and donor agency infrastructure project execution, planning and quality control is highly desirable. Relevant International work experience will be considered an added advantage. |
| 12. | Quantity Surveyor Position:02 | The Quantity Surveyor shall ensure that the Red Line BRT project is completed within its project budget and estimates through provision of technical support and quantity estimation and verification services. He/ she will prepare, review and verify quantity and cost estimates, payment certificates, planning and progress schedules and variations made. | Qualification: B.Tech in Civil Engineering or related field. Higher qualification, Professional training courses pertaining to quantity surveying and any other skills will be considered an added advantage. Experience: At least 7 years of post-qualification relevant quantity surveying experience. Candidate should have demonstrated experience of multinational and donor agency infrastructure project quantity surveying and estimation. Relevant international work experience will be considered an added advantage. |
| 13. | Budget & Accounts Officer Position: 01 | The Budget & Accounts Officer has responsibility for the budgeting and accounting functions of TransKarachi, he/ she will provide the necessary support to in ensuring that the financial affairs are conducted in a transparent and professional manner and financial records are in accordance with all applicable laws, rules, and regulations. | Qualification: CA / CMA / ACCA / MBA Finance. EXPERIENCE: At least 5 years of post-qualification, relevant 2 experiences in a similar role in a Construction firm and experience in Contract accounting is highly desirable. Experience with Public Sector Company would be an added advantage. |
| 14. | Accounts Officer Position: 01 | The Accounts Officer has responsibility for the accounting functions of Project Planning & Implementation Unit of TransKarachi, and will provide the necessary support to in ensuring that the financial affairs are conducted in a transparent and professional manner and financial records are in accordance with all applicable laws, rules, and regulations. | Qualification: CA Inter / CA Finalist / ACCA / CMA / MBA Finance. EXPERIENCE: At least 5 years of relevant post-qualification experience including 2 years in a similar role in a Construction Firm is highly desirable. Experience with Public Sector Company would be an added advantage. |
| 15. | Data Analyst (Document Control) Position: 02 | This position is responsible for project related tasks administration as per schedule and delivers deeper analysis to unlock opportunities and drive informed to assist business decisions. Evolve the data platform with user-friendly tools, solutions and dashboards. | Qualification: Bachelor degree from a recognized university in Statistics, Computer Science, information Technology and or Mathematics or relevant discipline, Specialized Training-Completion of an internationally recognized certification will be an asset Active affiliations- membership of recognised Industry or Professional Organisations. Experience: Minimum 5 years focused working experience in Business Analysis and Document Controller or equivalent roles such as a Consulting and / or in Supervisory role in a reputed company. Experience building Data Visualizations via SQL, Python/R or a Business Intelligence or comparable coding skills set will be an asset |
| 16. | Office Assistant Position: 02 | Office Assistance or Support Staff (Helper) will assist the personnel of TransKarachi by performing day-to-day office tasks including but not limited to organizing files, scheduling appointments, taking minutes, proofreading, receiving guests and arranging meetings, etc | Qualification: At least bachelor degree. Must have Certification in MS office. Experience: At least 5 years secretarial, general administration experience including a minimum of 2 years of experience in a similar role is highly desirable. Must have an average typing speed of at least 60 words per minute. Proficient in dictation and note taking. |
| 17. | Office Support Staff (Helper) Position: 02 | The role of Office Support Staff (Helper) is to provide assistance to the officers and staff by performing menial office tasks. | Qualification: At least Matriculation (10th Grade) passed. Experience: At least 5 years in an office environment. Working experience in a multinational firm / banks international Fast Food chains is highly desirable. |
| 18. | Computer Operator (AutoCAD Operator) Position: 02 | The Computer Operator will provide computer aided clerical and AutoCAD related technical and IT equipment operating and maintenance support and services. | Qualification: Must have Diploma in Civil Technology or BTECH. Certification in AutoCAD is must. Communication skills, record management, executive secretaries course, MS office, short hand, note taking, event management, English language or related fields certification is an added advantage. Experience: At least 5 years drafting, drawings, secretarial and general administration experience including a minimum of 2 years of experience in a similar role is highly desirable. |
| 19. | Driver Position: 04 | Driver will drive and maintain official vehicle and keep it in tidy and operating condition. | Qualification: At least middle (8th Grade) passed and possess valid LTV driving licence. Experience: At least 5 years of driving experience. Working experience with multinational firm / banks is highly desirable. |

*Salary package: Market based competitive salary package.
**All degrees /diplomas should be from a HEC recognized Institution/ University.
***Incomplete/late applications will not be entertained.

Detailed job descriptions and position requirements are available on company website: www.transkarachi.pk

Deadline for submission of application is 15 Days after the publication of advertisement.

HOW TO APPLY: Interested candidates meeting the above criteria may apply by sending their CV with a cover letter stating their suitability for the post along with filled job application form and copies of educational and experience certificate by email to: hr@transkarachi.pk

Important Note for Email Submissions: Please mention post applied for in the subject line, along with candidate name. Further, we will not accept emails that are more than 3.5 MB in size. If required, segregate your emails to accommodate email data restrictions. For segregated emails please use sequence of emails like Email 1, Email 2 in the subject line. For attachment purposes, please only use MS Word, or PDF format.

Only short listed candidates will be invited for an interview.

No TA/DA will be admissible for interview.

TransKarachi is committed to achieving workforce diversity in terms of gender and culture. Individuals from minority groups, indigenous groups and persons with disabilities are equally encouraged to apply. All applications will be treated with the strictest confidence