



BACHA KHAN MEDICAL COMPLEX SWABI

MEDICAL TEACHING INSTITUTION



(Khyber Pakhtunkhwa)

Situations Vacant

Applications are invited from candidates for the following positions at the Medical Teaching Institution Bacha Khan Medical Complex and Allied Hospitals, Swabi.

S. No	Post / Designation	Criteria/ Qualification/ Experience
1.	TR Nephrology	<p>Qualification:</p> <ul style="list-style-type: none">• MBBS or equivalent qualification recognized by PM&DC with course completion certificate in FCPS Nephrology. <p>Note: FCPS qualified candidates will not be considered for the TR position.</p> <ul style="list-style-type: none">• Trainee Registrar will not be allowed for private practice inside / outside the hospital.• The Trainee Registrar is tenure post for the term of two years.
2.	TR Anesthesia	<p>Qualification:</p> <ul style="list-style-type: none">• MBBS or equivalent qualification recognized by PM&DC with a course completion certificate in FCPS or MCPS or DA (Anesthesia). <p>Note: FCPS qualified candidates will not be considered for the TR position.</p> <ul style="list-style-type: none">• Trainee Registrar will not be allowed for private practice inside / outside the hospital.• The Trainee Registrar is tenure post for the term of two years.
3.	TR Maxillofacial	<p>Qualification:</p> <ul style="list-style-type: none">• BDS or equivalent qualification recognized by PM&DC with course completion certificate in FCPS (maxillofacial). <p>Note: FCPS qualified candidates will not be considered for the TR position.</p> <ul style="list-style-type: none">• Trainee Registrar will not be allowed for private practice inside / outside the hospital.• The Trainee Registrar is tenure post for the term of two years.
4.	Medico Legal Officer	<p>Qualification:</p> <ol style="list-style-type: none">a) MBBS or equivalent qualification recognized by PM&DC.b) One year house job certificate.c) Registered with PM&DC. <p>Preference:</p> <p>Preference will be given to those having DMJ or experience in a forensic department.</p>
5.	Programmer Full Stack Developer	<p>Qualification:</p> <p>16 years of education in (BS/MCS/MIT or equivalent) in Software Engineering, Computer Science, Information Technology, Telecom or a related field.</p> <p>Experience:</p> <p>Minimum 05 years of post-qualification relevant work experience.</p>

		<ul style="list-style-type: none"> • Full stack development / Programming (.NET, PHP, JavaScript frameworks, React.js etc.) • Solid understanding and hands-on experience with SQL/Oracle and other common database systems.
6.	Quality Assurance Officer (Healthcare Quality)	<p><u>Qualification:</u> Master's degree (16 years) in healthcare management or total quality management or public health or Business Administration or Health Sciences from HEC recognized University.</p> <p><u>Experience:</u> Minimum of 02 years' experience in a quality assurance role within the healthcare sector. Proven experience in policy development, training and education, quality improvement, and risk management.</p> <p><u>Certifications:</u> Certification in quality assurance, risk management or healthcare accreditation (e.g. CHPA) is highly desirable.</p>
7.	Nutritionist	<p><u>Qualification:</u> MSc (Hons) in Human Nutrition from HEC recognized University/institute.</p> <p><u>Experience:</u> 03 years of relevant experience.</p>
8.	Pharmacist	<p><u>Qualification:</u> Pharm-D with a CGPA of 3.0 or 72% marks, from an HEC-recognized university/institute and duly affiliated with the Pharmacy Council of Pakistan.</p> <p><u>Experience:</u> Minimum 03 years of post-qualification experience in a public-sector hospital/institute (preferably in an MTI or government tertiary care facility).</p> <p>Note: Must hold a valid Category-A Pharmacy License</p>
9.	Finance Officer	<p><u>Qualification:</u> First division M.Com/MBA in Finance/Accounts or equivalent i.e. ACCA/ICMA or etc.</p> <p><u>Experience:</u> 03 years post qualification experience in financial management/budgeting/performance management/costing and pricing in Public/Private sector organization,</p> <p>In case of ACCA/ICMA/CA, the post qualification experience will be 02 year in Financial Management and Accounts in Public/Private Sector Organization.</p> <p><u>Preference:</u> Preference will be given to those candidates having tertiary care hospital experience.</p>
10.	Purchase Assistant	<p><u>Qualification:</u> BBA (Hon's) or 16 Years of Education from HEC recognized University.</p> <p><u>Experience:</u> 01 year of relevant experience.</p>

11.	Inventory Assistant	<p><u>Qualification:</u> BBA (Hon's) or 16 Years of Education from HEC recognized University.</p> <p><u>Experience:</u> 01-year relevant Experience.</p>
12.	HR Assistant	<p><u>Qualification:</u> Bachelors /Master Degree (16 years Education) in HR/Finance or Economics from HEC recognized University.</p> <p><u>Experience:</u> 01-year post-qualification experience in HRM.</p> <p><u>Preference:</u> Preference will be given to the candidates having experience in tertiary care hospital.</p>
13.	Help Desk Support Engineer	<p><u>Qualification:</u> 16 years of education in (BS/MCS/MIT or equivalent) in Software Engineering, Computer Science, Information Technology, Telecom or a related field.</p> <p><u>Experience:</u> Minimum 3 years of post-qualification relevant work experience. Preference will be given to candidate with</p> <ul style="list-style-type: none"> • Experience with installation, configuration, and management of operating systems/devices and common enterprise applications. • Hardware troubleshooting along with repair, maintenance and cabling. • Knowledge and practical experience in computer networking, including configuration of routers, switches, and wireless access points etc.
14.	Account Technician	<p><u>Qualification:</u> B. Com/CA Inter/ICMA Inter/CAT/D. Com with BA from HEC recognized University.</p> <p><u>Experience:</u> One Year Practical post qualification experience in Accounts, cash management cycle and Book Keeping in public/private organization.</p> <p><u>Preference:</u> Additional qualification and experience in tertiary care hospital.</p>
15.	Facility Supervisor	<p><u>Qualification:</u> BBA (Hons), MBA or MPA from HEC-recognized institute/university.</p> <p><u>Experience:</u> 02 years of post-qualification experience in a health care facility or hotel management in reputed organization.</p> <p><u>Preference:</u> Preference will be given to the computer literate candidates and having experience in medical laundry.</p>
16.	Laundry Supervisor	<p><u>Qualification:</u> FA/FSc or DAE from govt recognized board.</p> <p><u>Experience:</u> 03 years of post-qualification relevant experience in public or private sector.</p>

		<p><u>Preference:</u> Preference will be given to the computer literate candidates and having experience in laundry department.</p>
17.	Inventory Clerk	<p><u>Qualification:</u> BA or 14 years education from HEC recognized university.</p> <p><u>Experience:</u> 01-year relevant experience.</p>
18.	Health Technician	<p><u>Qualification:</u> BS in relevant technology from a HEC-recognized Institute/University with 01-year post-qualification experience in relevant field.</p> <p>OR Matric Science with 02 years diploma in relevant technology from an institute recognized by FPMA KP with 02 years post-qualification experience in relevant field.</p> <p><u>Preference:</u> Candidates having experience in tertiary care hospitals will be given preference.</p>
19.	Sehat Card Facilitator	<p><u>Qualification:</u> HSSC having a diploma in information technology (DIT) with six months of experience in SSC Services,</p> <p>OR HSSC having a Microsoft certificate with one year of experience in SSC operations.</p>
20.	AC Technician	<p><u>Qualification:</u> DAE (Diploma of Associate Engineer) in RAC (Refrigeration and Air Conditioning) from govt recognized board.</p> <p><u>Experience:</u> 02 years of experience is required in relevant field.</p> <p><u>Preference:</u> Preference will be given to the candidates having experience in HAVC.</p>
21.	Electrician cum Generator Operator	<p><u>Qualification:</u> DAE (Diploma of Associate Engineer) in electrical / electronic or mechanical from govt recognized board.</p> <p><u>Experience:</u> 02 years of experience is required in relevant field.</p>
22.	Plumber	<p><u>Qualification:</u> Diploma in plumbing from govt recognized institute.</p> <p><u>Experience:</u> 03 years of experience is required in relevant field.</p>
23.	Laundry Staff	<p><u>Qualification:</u> Secondary school certificate from govt recognized board.</p> <p><u>Experience:</u> 02 years of post-qualification relevant experience in public or private sector.</p> <p><u>Preference:</u> Preference will be given to the computer literate candidates and having experience in laundry department.</p>

24.	Welder	<p><u>Qualification:</u> Middle Pass with a certificate and certificate in welding from recognized board.</p> <p><u>Experience:</u> 03 years of post-qualification relevant experience.</p> <p><u>Preference:</u> Preference will be given to candidates with prior hospital experience.</p>
25.	Painter	<p><u>Qualification:</u> Middle Pass with a certificate.</p> <p><u>Experience:</u> 03 years of post-qualification relevant experience.</p> <p><u>Preference:</u> Preference will be given to candidates with prior hospital experience.</p>
26.	Mason	<p><u>Qualification:</u> Middle Pass with a certificate.</p> <p><u>Experience:</u> 03 years of post-qualification relevant experience.</p> <p><u>Preference:</u> Preference will be given to candidates with prior hospital experience.</p>

TERMS AND CONDITIONS:

1. Application form along with a cover letter, CV/Resume attested educational testimonial, CNIC, and Experience Certificates/ should be addressed to the **MANAGER HUMAN RESOURCE**. The required documents should reach the **HUMAN RESOURCES DEPARTMENT (ADMIN BLOCK) BACHA KHAN MEDICAL COMPLEX SHAHMANSOOR Swabi** by **16th December 2025**.
2. Application must be in a sealed envelope, with the position applied for, clearly written shall be sent through Courier.
3. For any position, by hand application will not be entertained.
4. Any attempt to approach or influence the selection committee will automatically disqualify the applicant; the decision of the selection committee will be final, subject to the approval by the Board of Governors. Only shortlisted candidates will be called for test/interview. After a final decision no correspondence regarding the process will be entertained.
5. Incomplete applications or those without bank deposit slips will not be entertained & shall stand rejected.
6. Job Specification and Job application form is available on the website: www.bkmcs.edu.pk.
7. Any application/document received after the closing date/deadline shall stand rejected. No document will be accepted/changed/replaced once received along with the application.
8. The MTI Swabi has the right to increase, decrease or cancel any or all of the positions advertised.
9. In-service employees shall apply through proper channel, where in upon selection, they will have to resign from their current position.
10. Recruitment and selection of appropriate candidates will be done with transparency & merit.
11. In case of selection/ appointment the services of such candidate will be governed by the Khyber Pakhtunkhwa Medical Teaching Institutions Reform Act 2015 (As Amended) and the rules and regulations framed there under.
12. The candidate shall provide the original documents/credentials at the time of the interview.
13. After selection private practice outside the hospital will not be allowed (for clinical positions only).
14. No TA/DA shall be admissible for the Test/Interview.

15. Any candidate may be disqualified and/or excluded from the interview if he/she was.
- Convicted by the Court of law.
 - Previous history of dismissal from any service.
 - Knowingly furnishes any false information or suppresses any information which may lead to his/her disqualification.
 - Attempts to obtain support for his/her candidature by improper means.
 - Submits forged certificates /tempers with the entries in his/her age, and documents.
 - Misbehavior during the interview.
16. The application processing fee of **Rs.2,000/-** (for Sr. 01 to Sr. 09), **Rs. 1500/-** (for Sr. 10 to Sr. 18) and **Rs. 1000/-** (for Sr. 19 to Sr. 27) non-refundable, must be deposited in the bank account number mentioned below as the case processing fee. The original deposit Slip must be attached the application form. The applicant may keep a photocopy of the deposit slip for his/her record. Cheque/Pay order will not be acceptable.
17. The salary of selected candidates will only be started after the verification of educational documents/experience certificates. The verification fee will be paid by the selected candidate.
18. The selected candidate must willing to relocate to affiliated hospitals (THQ Topi & Lahor as per requirement).

Account Title: MTI-BKMC Swabi Other Sources Receipts
Account No: 3004026771
Bank of Khyber, Swabi (Branch Code # 5202)
Branch Name: MTI-BKMC Swabi Branch
Bank Name: BOK

MANAGER HUMAN RESOURCE

Medical Teaching Institution Bacha Khan Medical Complex/ Gajju Khan Medical College Shahmansoor Swabi.
PH:0938-280214, WEBSITE: www.bkmc.edu.pk, EMAIL: hr@bkmc.edu.pk

SAY NO TO CORRUPTION