Islamabad Healthcare Regulatory Authority

CAREER OPPORTUNITY
CHIEF EXERECUTIVE OFFICER

The Islamabad Healthcare Regulatory Authority (IHRA) is a body corporate established under Islamabad Healthcare Regulations Act 2018. The Authority aims to introduce and ensure quality assurance in healthcare services and accountability through developing and enforcing minimum services delivery standards at all healthcare establishment at the primary secondary and tertiary care level in the public and private sectors in Islamabad Capital Territory (ICT), IHRA is inviting applications of qualified and experienced candidates for the position of Chief Executive Officer (CEO) at IHRA in Islamabad reporting to the Board of Authority.

1	**Qualifications & Experience (Sub-section 12 (1) of IHRA Act, 2018)**	i. Having a minimum of fifteen years of experience in hospital or public administration, public health, medicine, accounting, finance, law. regulation or other related field ii. Additional higher qualification in law, management and/or clinical/medical subjects will be given preference. iii. Preference would also be given to the candidates having substantial understanding of Government procedures, policies, rules, and regulations. iv. Previous experience of relevant working experience in a healthcare field will be preferred
2	**Disqualifications**	As stated under Section 13 of the IHRA Act 2018
3	**Age**	Maximum 62 years on the closing date of this advertisement and inclusive of any age relaxation admissible as applicable (Government policies)
4	**Salary package**	Market based competitive salary package based on candidate's experience and qualification
5	**Job Responsibilities (Clause (a-g) of Sub-section 12 (3) and Sub-section 12 (2) of IHRA Act 2018**	i. The chief executive officer shall also act as the secretary to the IHRA Board. ii. The chief executive officer shall, subject to the supervision and control of the board, administer the affairs of the Authority and may exercise such powers as are delegated to him by the Board which shall include but not limited to a) Manage the administration, operations and functions of the Authority, b) Act as the principal accounting officer responsible and accountable for the management of the Authority's funds and assets; c) Prepare and present to the Board with strategic and operational plans for its review and appraisal: d) Assist the Board in strategic thinking, planning and implementing its policies: e) Protect the financial health of the Authority: f) Act as spokesperson of the Authority, g) Provide leadership to the senior management and direction to all staff.

TERMS AND CONDITIONS:

a) **The services of the appointees will be governed under the Islamabad Healthcare Regulation Act 2018 and rule / regulations made their under.**
b) **Candidates currently serving with the government organizations shall be interviewed subject to the provision of NOC from the parent department and shall be given extra time to provide the same.**
c) **Only shortlisted candidates will be called for interview / test.**
d) **At the time of interview, candidate must submit an affidavit on a non-judicial stamp paper of Rs:100/ that the information/documents provided with the application are true and correct and the deponent has never been convicted by any court of law OR dismissed/terminated, disqualified from any public/private service.**
e) **At the time of interview candidate must submit updated CV, original documents, (attested copy of CNIC, Passport size picture, educational, experience/courses/certificates etc.**
f) **Any knowingly furnished false information OR surpassed information shall lead to the disqualification and legal action.**
g) **The advertisement on NJP portal shall be closed after given due date. Hence, there shall be no other means to apply for this post regardless of any excuse.**
h) **No TA/DA shall be admissible for the purpose of interview.**
i) **The candidate must mention the proof of paid application fee (in shape of Pay order/Demand draft/Bankers' cheque or online payment) of Rs 5000/-(nonrefundable) in favor of Islamabad Healthcare Regulatory Authority Islamabad. Online payment should be made in Askari Bank Limited, Account # 01150420000481. Failure to provide the physical proof of application fee prior to interview shall make the candidate ineligible to be interviewed.**
j) **IHRA reserve the right to stop the recruitment process anytime as it may have deemed appropriate.**
k) **The Appointment period will be two (2) years on contract basis, extendable, subject to the approval of the Board of Authority, IHRA.**
l) **IHRA is an equal opportunity employer.**

Chairman, Islamabad Healthcare Regulatory Authority
Pakistan Red Crescent Society, Disaster Management & Logistic Center, 2nd and 3rd Floor, H-8/2, Islamabad.