

FAUJI FOUNDATION
Head Office Rawalpindi
CAREER OPPORTUNITY

Fauji Foundation invites applications for employment in Foundation Institute of Technology (FIT) Rawalpindi and Lahore for the under mentioned posts:-

Posts	Qualifications	Experience
Trainer - Interpersonal and Communication Skill (IPCS)	The candidate should be Masters or BS (Hons) in English Language and Literature from HEC recognized university	<ul style="list-style-type: none"> • At least two years' experience in conducting training sessions on English Language and Interpersonal Communication Skills at a reputed institutions. • Sound Knowledge of Communication skills and report writing. • Experience in conducting counseling and motivational sessions will be a value addition.
Trainer - Reception Operation Services / Customer Services	The candidate should have at least 14 years of education from HEC recognized Institution	<ul style="list-style-type: none"> • At least two years' experience in conducting hospitality management trainings at a well reputed organization. • Minimum two years relevant industrial experience will be a value addition. • Sound knowledge of hospitality and customer services. • Ability to design, prepare and understand Competency Based trainings.

Submission of Applications

- Bio Data form available at website www.fauji.org.pk (Downloads - ***Bio Data Civilian Less Doctors***) alongwith CV, 3 x photographs, attested copies of testimonials and CNIC be sent to Senior Manager (HR & Adm) Training Department Education Division Fauji Foundation Head Office (Fauji Tower), 68 Tipu Road Chaklala, Rawalpindi PO Box No 216, latest by **21 Apr 2019**.
- Photocopy of Matric to onward Certificate / Result.
- Photocopy of the relevant Degree.
- Army Discharge Certificate in case of Retired Officer / Armed Force Personnel.
- Photocopy of CNIC.
- Experience Certificate if any.

Schedule for Interview

- Only short listed candidates will be called for interview.
- Interview will be held at Fauji Foundation Hospital Rawalpindi.
- No TA/DA is admissible.
- For any additional information contact 051-5951821-40 /1711.