



**BE PART OF A WINNING TEAM – JOIN DIGISKILLS  
TRAINING PROJECT EXECUTED BY VIRTUAL UNIVERSITY  
AN EQUAL OPPORTUNITY EMPLOYER**

DigiSkills.pk requires the services of bright & motivated individuals, on Ad-hoc basis for a period of four months only, for the following position(s) at market competitive salary.

Position(s)	Location
Coach	Turbat, Balochistan

**Criteria for the Post of Coach:**

Master's Degree/BS/BE (1st division) or equivalent degree obtained after 16 years of education from HEC recognized University/ Institution with no 3rd division in the academic career. Preferably, one year post qualification teaching (at a recognized Higher Education Institution) or professional experience (at a recognized organization) in the relevant fields listed below. Strong interpersonal and communication skills are required. Must have excellent command over spoken and written English. IT Proficiency is must.

**Relevant fields:**

1. Digital Marketing 2. E-Commerce Management 3. Search Engine Optimization 4. AutoCAD 5. WordPress  
6. QuickBooks 7. Graphic Design 8. Creative Writing 9. Freelancing

Preference will be given to those who have work experience of online Freelancing, Coordination, Team Management and to DSTP qualified trainees.

**Job description for the Post of Coach:**

- To mentor Trainees in e-learning & physical environment.
- To guide the trainees in performing the lab work and assist the trainees in hands-on practice.
- To develop Hands-on Exercises along with assessment scheme and evaluate the same.
- To formulate questions for the Courses Quiz Bank.
- To assist in course video production and review all course related content.
- To develop course relevant content like handouts, tutorials etc. where required.
- To perform any other duty as may be required by the Project.

**PLEASE READ THE FOLLOWING INSTRUCTIONS BEFORE APPLYING:**

- Above mentioned position(s) are Turbat, Balochistan based only.
- Maximum age at the time of applying should be less than 55 years.
- Those already in the government/semi-government service or autonomous bodies will be required to upload 'No Objection Certificate (NOC)' from their current employer, at the time of submission of online Job Application and also bring it at the time of interview.
- Part time, honorary, visiting, apprenticeship and internee experience will not be counted as experience.
- Only eligible/short listed candidates will be contacted individually for interview.
- All Posts shall be applied online ([www.digiskills.pk/jobs](http://www.digiskills.pk/jobs)). It is mandatory to fill all relevant information on online job application form. **In case any information is missing or fake, application(s) will not be processed.**
- It is mandatory to fill all relevant information on online job application form and upload/attach your detailed CV (please clearly mention Division/CGPA of all academic record and also mention Experience details).
- Candidates shall submit an affidavit, at the time of interview stating that he/she is not dual national and in case of selection he/she shall not keep dual job, in any manner.
- In case of selection/appointment, candidate(s) shall submit medical fitness certificate, issued by Medical Superintendent (MS) of Civil/Government Hospital.
- In case, any deficiency is observed in the eligibility of the candidate, at any stage, his/her candidature will be cancelled, immediately.
- No TA/DA will be admissible for appearing in interview.
- DigiSkills.pk reserves the right to reject any or all applications at any stage, without assigning any reason.

Applicants should apply online: [www.digiskills.pk/jobs](http://www.digiskills.pk/jobs) | Last date of application: **Sunday, May 23, 2021**

For further information, please contact:  
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