

VACANCY ANNOUNCEMENT

PAKISTAN MINERAL DEVELOPMENT CORPORATION (PMDC)

Pakistan Mineral Development Corporation (PMDC) is a state-owned enterprise responsible for the exploration, mining, and marketing of various minerals. It operates under the administrative control of the Ministry of Energy, Petroleum Division, Government of Pakistan. PMDC invites applications for the following posts on open term contract basis.

Assistant Vice President (AVP) – ESG (Environment, Social and Governance) Qualification: Bachelor's degree in engineering/environmental sciences or a related discipline from HEC-recognized institution (16 years of Education). Master's degree with additional certifications in the relevant field will be preferred. Experience: Minimum 12 years of post-qualification experience that may include Environmental Strategy & ESG Reporting, Social Impact Strategy & Assessment and Occupational Health & Safety etc., in a management role. Age: Maximum age limit is up to 45 years by the closing date of application. Key Job Responsibilities: • Develop and lead PMDC's ESG and sustainability strategy aligned with international frameworks such as GRI and SASB. • Oversee health and safety initiatives across all operational sites, ensuring compliance with national and international standards. • Drive environmental goals focusing on emission reduction, energy efficiency, resource conservation, and legal compliance. • Lead ESG data management, reporting processes, and preparation of quarterly/annual reports for the Board. • Establish governance frameworks to uphold ethical and responsible business practices. • Formulate and manage budgets for HSE and ESG-related programs. • Supervise social responsibility initiatives including community engagement and employee development. • Achieve best safety and ESG in mining industry. • Establish Base line emission from fresh water and solid waste. • Conduct internal audits, safety inspections, and keep liaison with relevant authorities such as EPA, NDMA, and Rescue 1122.	Assistant Vice President (AVP) – HR & Branding Qualification: Master's Degree in HRM or MBA (HR) from HEC-recognized institution (16 years of Education). Additional certifications in the relevant field will be preferred. Experience: Minimum 12 years of post-qualification experience of progressive HR in reputable public and private sector organizations, with expertise in HR Strategy & Planning, Talent Management, Employee Engagement, Compensation and Reward Management, Industrial Relations, and HR Operations, Design and implementing employee separation/severance schemes. Age: Maximum age limit is up to 45 years by the closing date of application. Key Job Responsibilities: • Develop and execute a comprehensive HR strategy aligned with organization's business objectives and Board priorities. • Act as strategic HR advisor to senior leadership on workforce planning, organizational design, and HR risks. • Lead talent acquisition, succession planning, leadership development, and workforce capacity building. • Oversee performance management, promotions, and reward systems to drive a high-performance culture. • Formulate and implement HR policies ensuring compliance with applicable labor laws and best practices. • Strengthen HR systems, processes, and digital solutions to enhance efficiency and employee experience. • Manage industrial relations and ensure harmonious employee-management relations across organization. • Monitor HR metrics and implement data-driven improvements in talent management and engagement. • Review manpower planning, headcount, and budgets in alignment with business needs.
---	---

Terms & Conditions:

- Departmental candidates are required to apply through proper channel.
- PMDC is an equal opportunity employer; females are equally encouraged to apply.
- Open-term contract & market-based negotiable salary shall be offered.
- The Company reserves the right to fill or not to fill the advertised positions.
- Only shortlisted candidates will be called for interview.
- Incomplete and late applications shall not be entertained.
- No TA/DA will be admissible for the interview.
- Applications will be submitted online through the link available on the PMDC website: <https://www.pmdc.gov.pk/careers/>.
- Last date for submission of applications will be September 08, 2026.

Head HR

Pakistan Mineral Development Corporation
Head Office: Plot No. 13, Sector H-9, Islamabad.
Tel: 92-51-9265132 | Fax: 92-51-9265127-28