



PUNJAB PUBLIC SERVICE COMMISSION
7-Edgerton Road, LDA Plaza, Near Aiwan -e- Iqbal, Lahore.

JOB DESCRIPTION FOR THE POST OF ADMINISTRATOR (BS-16)

Main Responsibilities and Tasks

1. Administrative management of day to day operation in housing scheme.
2. Admin In-charge of various sections at site office / Foundation's Office,
3. Liaison with various government organizations and development bodies.

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