



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

**JOB DESCRIPTION FOR THE POST OF ASSISTANT DIRECTOR TOWN
PLANNING / URBAN PLANNING (BS-17); CASE NO. 6E2022**

Main Responsibilities and Tasks:

1. To visit MDA control areas of the jurisdiction assigned.
2. To report illegal constructions and ensure as per approved plan construction of buildings / colonies.
3. To timely reporting of the site survey involved in building plan approval cases.
4. To dispose of cases related to NOC, completion certificate, commercialization, PPPP, etc.
5. To prepare and get approval for new colonies.

Occasional Tasks and Responsibilities

6. To carry out all such official work which are entrusted to him by DG MDA / concerned Director.

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