

No.1(24)Japan-II/2022

Islamabad, the June 17, 2022

**OFFICE MEMORANDUM**

**SUBJECT: HUMAN RESOURCES DEVELOPMENT ADMINISTRATION THROUGH THE PROMOTION OF TECHNICAL AND VOCATIONAL EDUCATION AND TRAINING**

The undersigned is directed to refer to the subject noted above and to state that Japan International Cooperation Agency has offered one seat for subject training course scheduled to be held w.e.f **October, 31, 2022 to November 25, 2022 (Online)**. All concerned are requested to kindly send nomination of a suitable officer who fulfills the following criteria, to the undersigned by **22-08-2022**, along with three (3) copies of prescribed JICA's online Application form, CNIC, FTC Performa, as advised in the G.I. Booklet.

**Course Objective**

Participants are expected to understand the current issues and challenges in Human Resource Development (HRD) and to study the frameworks for HRD through TVET and how to practice them, as well as to draft a specific Action Plan to improve current issues and to enhance HRD by applying the knowledge and ideas acquired in this program

**Eligibility Criteria**

The applicants should:-

- Be ranked as Director General or Director in federal government who is presently engaged in HRD administration focusing on TVET
  - Be a graduate or equivalent.
  - Proficient in spoken and written English.
  - Be between the age of (35) and (55) years
  - Women are encouraged to apply for the program
2. New prescribed JICA's online Application Form along with FTC Performa can be downloaded from EAD's website [www.ead.gov.pk](http://www.ead.gov.pk) under "Foreign Trainings" link in "Forms" and also available on JICA's website [www.jica.go.jp/pakistan/english/index.html](http://www.jica.go.jp/pakistan/english/index.html).
3. Nomination of contractual employees will not be entertained.

  
(Hamid Karim)

Deputy Secretary (Japan)  
Ph: 051-9206167

1. Secretary, Ministry of Federal Education and Professional Training, Government of Pakistan, Islamabad
2. Chairman, Planning & Development Board, Government of Punjab, Lahore
3. Chairman, Planning & Development Board, Government of Sindh, Karachi
4. Addl. Chief Secretary, Planning & Development Department, Government of KPK, Peshawar
5. Addl. Chief Secretary, Planning & Development Department, Government of Balochistan, Quetta.

Contd. on P/2

6. Addl. Chief Secretary, Planning & Development Department, Government of Gilgit-Baltistan, Gilgit,
7. Addl. Chief Secretary, Planning & Development Department, Government of AJK, Muzaffarabad.

C.C to:

- i. Chairman, TEVTA, 96-H, Gulbuerg Road, Government of Punjab, Lahore
- ii. Director General (Accreditation and Certification), National Vocational and Technical Training Commission (NAVTTTC), Islamabad.
- iii. Chairperson, STEVTA, St. No. 19, Gulshan-e-Iqbal, Block 6 Nipa Chowrangi, Government of Sindh, Karachi.
- iv. Secretary Balochistan, TEVTA, Government of Balochistan, Quetta.
- v. Managing Director, TEVTA-KP, House No. 3-A, Chinara Road, University Town, Peshawar.
- vi. Director Operation, TEVTA-KP, House No. 3-A, Chinara Road, University Town, Peshawar.
- vii. Director, Construction Technology and Training Institute (CTTI), Islamabad.
- viii. Joint Secretary (Training), Establishment Division, Islamabad
- ix. System Analyst (Computer Center), EAD with request to kindly upload JICA's G.I Booklet & associated Annexes on EAD's Website.