HIRING OF IT ADMIN (POWER AND INFRASTRUCTURE ADMIN) – AFIC ICT BR

1.   AFIC requires to hire an IT admin as Power and Infrastructure administrator for managing the respective devices and infra within it's Data Centre/ DR room and hospital's IT architecture.

2.   Qual requirements and Job description is specified as per table-1 below.

3.   Suitable candidates may fwd their CV's in soft copy (PDF format only) at both of the following emails: -

      a.   hr@afic.gov.pk

      b.   gso2it@afic.gov.pk

4.   When submitting CVs through email, please mention the appointment applied for in the subject title of email.

5.   Shortlisted candidates will be invited for final interviews. Candidates intimated for final interviews may bring their CVs along with certification proofs if any, in hard copy on the specified date and time of interview.

6.   Last date of submission of CV: **28 Feb 26**

TABLE-1

JOB DESCRIPTION/ QUAL – POWER AND INFRA ADMIN

Job Title	IT ADMIN (POWER AND INFRA ADMIN)	**Branch/Section**	ICT Br/ Data Centre Team
Sub Section	Infra and Sp Sec	**Organization**	AFIC
Reporting To	MANAGER DATA CENTRE	**Type of hiring**	Fund Employee
Job Specification			
Qualification & Experience	**Category**. Civilian **Qualification and Experience**. - MS (Elec Engineering/Electronic Engineering/ EM) with 3 x years' experience in handling Data Centre Infra & Electrical/ HVAC sys **OR** - BE (Elec Engineering/Electronic Engineering) with 4 years' experience of handling electrical/ HVAC systems and Data Centre Infra **OR** - Bachelors of any discipline with compulsory diplomas in HVAC and Electrical power AND having more than 9 years of experience in handling electrical/ HVAC systems and Data Centre Infra including power, fire suppression and UPS. **Preferences**. - Diploma in HVAC industrial tech and - Diploma in electrical/ power infra		

Skills / Competencies
1. Leadership and Influence.
2. Critical & Analytical Thinking.
3. Effective Interpersonal & Negotiations Skills.
4. Effective Communication Skills.
5. IT Infra System Development & Implementation.

Job Description
1. Ensure Estb and Mgmt of Complete Data Centre Infra.
2. Ensure estb and mgmt. of complete electrical systems within Data Centre Infra incl but not limited to electrical power, generators and its allied eqpt including UPS.
3. Supervise new installation/replacement/ mgmt. of DCIM systems incl but not limited to fire suppression systems within DC, Biometric access systems, and DCIM softwares
4. Ensure Estb and maint of eqpt and facility racks in all respects within Data Centre along with impl necessary health checks.
5. Look after help desk tasks in addition to own primary job in case the need arises.
6. Any other task assigned by HOD (IT).

Prepared By	ICT Br	Sign & Date	DD(IT) – 10 Feb 26