



Complete Human Resource Solutions (CHRS) is a multidisciplinary consulting company for industrial, commercial, Government and social sector clients. Our services include institutional development, organization strengthening, socio-economic development, capacity building, human resource development and management, monitoring and evaluations, marketing surveys, baseline surveys, impact evaluation studies and industrial and social research.

Following positions are open at CHRS:

BUSINESS DEVELOPMENT OFFICER

We are looking for an ambitious and energetic Business Development Executive to help us expand our clientele. You will be the front of the company and will have the dedication to create and apply an effective sales strategy. Candidate must have following skills: Market Knowledge, Strategic Planning, Presentation Skills, Written Communication, Proposal Writing, Technical Documentation, Problem Solving, Deadline-Oriented, Process Improvement

Location: Islamabad

Vacancy: 1

Qualification: MBA/ BBA/ MS Economics / MS Project Management

Salary: 55k

LEGAL RESEARCH OFFICER

We are looking for a committed and skilled Law graduates who will be responsible to carrying out research and managing projects related to law and alike in nature. The candidate must have strong communication and writing skills.

Location: Islamabad

Vacancy: 1

Qualification: LLB / LLB External/ LLM

Salary: 30k

RESEARCH ASSOCIATE LEGAL

We are looking for a committed and skilled fresh Law graduate who will be responsible to carrying out research and managing projects related to law and alike in nature. The candidate must have strong communication and writing skills.

Location: Islamabad

Vacancy: 1

Qualification: LLB / LLB External/ LLM

Salary: 20k

ADMIN & FINANCE ASSISTANT

We are hiring Admin & Finance officer who will manage all financial transactions; from fixed payments and variable expenses to bank deposits and budgets and compute taxes and prepare tax returns. The candidate must have strong communication and writing skills.

Location: Islamabad

Vacancy: 1

Qualification: BBA / BCOM / ACCA

Salary: 20k

INTERN - WEB DEVELOPER

We are offering Web Development Internship leading to Job (based on performance) to fresh Graduates. A stipend of 10k per month will be paid to internees during internship period. The candidate must have strong communication and writing skills.

Responsibilities

- Create website layout/user interface by using standard HTML/CSS practices
- Basic Knowledge of PHP and Wordpress
- Integrate data from various back-end services and databases
- Gather and refine specifications and requirements based on technical needs
- Create and maintain software documentation
- Creative mind with designs skills and knowledge of Graphics Designing
- Stay plugged into emerging technologies/industry trends and apply them into operations and activities

Location: Islamabad

Qualification: BS CS, BS SE, BS IT

Vacancy: 2

OFFICE BOY

We are looking for an active and committed office boy with strong communication skills who has at least done Matriculation.

Location: Islamabad

Vacancy: 1

Qualification: Matric

Salary: 15k

Last date to apply is 15th October, 2019.

Please mention Job Title in Email Subject while sending your resume.

Interested candidates are requested to send their resume at

career@chrs.pk and jobatchrs@gmail.com.

CHRS is an equal opportunity employer.

CHRS.PK



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