

**GOVERNMENT OF PAKISTAN
CIVIL SERVICE REFORMS UNIT
(ESTABLISHMENT DIVISION)**

**EXECUTIVE LEADERSHIP DEVELOPMENT PROGRAMME
(PUBLIC SECTOR CAPACITY BUILDING PROGRAM)**

The Government of Pakistan, Civil Service Reforms Unit (CSRU), Establishment Division, Islamabad, invites applications from civil servants belonging to various occupational groups, working in BS-20 or 21, including technical/specialist cadre or ex-cadre employees, specifically involved in policy making and policy implementation at the Federal, Provincial and District level, for an external short term (about 5 weeks) Executive Leadership Development Program (ELDP). The programme is expected to be conducted at the Kennedy School of Government (KSG), Harvard University, USA. An officer applying for the ELDP must fulfill the following eligibility criteria.

Eligibility Criteria

- Civil Servants belonging to various Occupational Groups, working in BS 20 or 21; technical/specialist cadre or ex-cadre employees; having experience in policy making and policy implementation at the Federal, Provincial and District level.
- Senior Officers working in BS 20 or 21 at the Pakistan Administrative Staff College (PASC), Civil Service Academy (CSA), or National Institutes of Public Administration (NIsPA)
- Fulfill the following age criteria *as of September 1, 2007*.
 - For BS-20 equal or less than 55 years
 - For BS-21 equal or less than 56 years.
- Must not have attended any training program from Public Sector Capacity Building Program or any other organization or province specific capacity building program during the past two years – A certificate as well as undertaking has to be submitted in this regard.
- ELDP alumni are ineligible to apply for the program
- Have adequate exposure and understanding of the national issues.
- Excellent command on English and communication skills
- Computer literate

Selection Criteria

- Very good service record over the last five years, as reflected in the ACRs / PERs of the officer and exhibiting potential for promotion.
- Certificate that no disciplinary action is pending or being considered against the applicant.
- Those applicants, who have completed Pakistan Administrative Staff College or NDC would be given preference provided they fulfill the threshold fixed by the Selection Board
- Experience in implementation oversight and policy formulation positions.
- Statement of purpose - One page write up highlighting the following: -
 - In which areas you feel that you lack capacity?
 - What kind of training is required to fill the capacity Gap?
 - Training expectations and how ELDP may be helpful to fill the Deficiency Gap?
- Application Form
- A two page Essay on a topic given in the application form
- A two page brief on the Project related to your organization.
- Female officers and officers belonging to provincial services and backward areas i.e. Balochistan, FATA/NA and AJK, having leadership potential would be given preference.
- 5 seats have been reserved for those officers who are interested to serve in the training institutions i.e. PASC, NIsPA, CSA or specialized training institutes for atleast 2-3 years. The applicant has to submit an undertaking in this regard.

2. Final selection shall be made by a Selection Board headed by the Advisor to the Prime Minister for Finance. Keeping in view the number of applications and profile of officers, the Selection Board may adopt additional criteria. Any difference in the interpretation of advertisement or instructions related to the application, the decision of CSRU would be final. The CSRU reserves all the rights to reject any individual or group or call off the whole selection process without assigning any reason.

3. Applications on the prescribed Form should be routed through the respective organizations and submitted to the Director General, Civil Service Reforms Unit,

Benevolent Fund Building, B-Block, 2nd Floor, Zero Point, Islamabad by ***October 10, 2007 at 1500 hours.*** *Advance copies of applications may be sent directly to the CSRU, however, no application would be processed for final selection unless official nomination is received.*

4. Application forms may be downloaded from CSRU's website located at www.csru.gov.pk. or requested through email, info@csru.gov.pk.

**Maj Gen (R)
Syed Asif Riaz Bukhari
Director General
Civil Service Reforms Unit**