



**GOVERNMENT OF PAKISTAN**  
**MINISTRY OF OVERSEAS PAKISTANIS & HUMAN RESOURCE DEVELOPMENT**  
**OVERSEAS EMPLOYMENT CORPORATION**  
 6<sup>th</sup> Floor EOBI Tower, G-10, Islamabad



Advertisement No. 205

Dated 04 September, 2026



Our esteemed client in Jeddah, Saudi Arabia, is seeking skilled Pakistani workers to join its operations. Interested and eligible candidates who meet the following prescribed qualification and eligibility criteria may apply:

| # | Job Title                                                          | Job Requirements                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
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| 1 | <b>Data Entry Clerk (Account Based)</b><br><b>Positions: 10</b>    | <b>Qualification &amp; Requirements:</b> <ul style="list-style-type: none"> <li><b>Education:</b> Educated, with fluency in English</li> <li><b>Experience:</b> As per job description (JD)</li> <li><b>Salary:</b> Not fixed; to be disclosed after the interview. Starting salary of SAR 1,500, plus accommodation and transportation</li> <li><b>Age:</b> 20–35 years</li> <li><b>Gender:</b> Male</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 2 | <b>District Maintenance Manager</b><br><b>(Position 10)</b>        | <b>Qualification &amp; Requirements:</b> <ul style="list-style-type: none"> <li><b>Education:</b> Educated, with fluency in English</li> <li><b>Experience:</b> As per job description (JD)</li> <li><b>Salary:</b> Not fixed; to be disclosed after the interview. Starting salary of SAR 1,500, plus accommodation and transportation</li> <li><b>Age:</b> 20–35 years</li> <li><b>Gender:</b> Male</li> <li><b>Job Summary:</b> The District Maintenance Manager is responsible for leading and managing all maintenance operations across multiple retail stores within an assigned district. The role ensures maximum asset reliability, regulatory compliance, cost optimization, and uninterrupted store operations by overseeing preventive and corrective maintenance, contractor performance, maintenance planning, budgeting, and continuous improvement initiatives.</li> <li><b>Key Responsibilities:</b> Lead and manage maintenance operations across multiple retail stores within the assigned district. Develop and implement preventive and corrective maintenance strategies to maximize asset reliability and minimize equipment downtime. Ensure the effective maintenance of: HVAC systems (Package Units, Split Units, VRF) Commercial refrigeration systems (Display Cabinets, Cold Rooms, Compressor Racks, Condensers) Electrical distribution systems Diesel generators and ATS Plumbing and hydraulic systems Fire protection systems Civil and building fabric Mechanical equipment HVAC systems (Package Units, Split Units, VRF) Commercial refrigeration systems (Display Cabinets, Cold Rooms, Compressor Racks, Condensers) Electrical distribution systems Diesel generators and ATS Plumbing and hydraulic systems Fire protection systems Civil and building fabric Mechanical equipment Monitor equipment performance and analyze maintenance KPIs, including equipment availability, MTBF, MTR, maintenance compliance, and maintenance costs. Develop annual maintenance budgets (OpEx and CapEx), monitor expenditures, and identify cost- saving opportunities without compromising asset reliability. Manage maintenance contracts, monitor contractor performance, ensure compliance with SLAs, and drive continuous service improvements. Ensure timely execution of preventive maintenance schedules and rapid response to emergency breakdowns. Conduct Root Cause Analysis (RCA) for major equipment failures and implement permanent corrective actions. Lead asset lifecycle management, including asset condition assessments, replacement planning, and capital project recommendations. Ensure compliance with local regulations, safety requirements, environmental standards, and company maintenance policies. Oversee maintenance planning, work order management, and asset history using the CMMS. Manage critical spare parts inventory, optimize stock levels, and ensure availability of essential components. Lead maintenance quality inspections and ensure all completed works meet company quality standards.</li> </ul> |
| 3 | <b>HVAC &amp; Refrigeration Technician</b><br><b>Positions: 10</b> | <b>Qualification &amp; Requirements:</b> <ul style="list-style-type: none"> <li><b>Education:</b> Educated, with fluency in English</li> <li><b>Experience:</b> As per job description (JD)</li> <li><b>Salary:</b> Not fixed; to be disclosed after the interview. Starting salary of SAR 1,500, plus accommodation and transportation</li> <li><b>Age:</b> 20–35 years</li> <li><b>Gender:</b> Male</li> <li><b>Job Summary:</b> The HVAC- Refrigeration Technician is responsible for the inspection, preventive maintenance, troubleshooting, repair, and commissioning of HVAC and refrigeration systems across retail stores. The role ensures maximum equipment reliability, product preservation, and uninterrupted store operations while maintaining safety and quality standards.</li> <li><b>Key Responsibilities:</b> Perform preventive and corrective maintenance on: Package units- Split air conditioning systems- VRF air conditioning systems- Commercial refrigeration display cabinets- Compressor rack systems (LT &amp; MT)- Condensers- Air Cold condensing unit. Diagnose mechanical, electrical, and refrigeration faults using appropriate testing instruments.- Conduct root cause analysis (RCA) to identify recurring failures and implement permanent corrective actions.- Troubleshoot refrigeration systems, including compressors, evaporators, condensers, expansion valves, controllers, sensors, and electrical</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |

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|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                           | <p>components.- Monitor and record operating parameters such as suction/discharge pressures, superheat, subcooling, compressor current, temperatures, and refrigerant charge.- Detect and repair refrigerant leaks, perform evacuation, pressure testing, and refrigerant charging according to industry standards.- Inspect and replace defective spare parts including compressors, fan motors, contactors, relays, capacitors, thermostats, expansion valves, pressure switches, sensors, and control boards.- Ensure all HVAC equipment operates within manufacturer specifications and energy efficiency requirements.- Complete maintenance reports, service records, and equipment history in the CMMS.- Maintain adequate spare parts inventory and recommend replenishment when required.- Respond promptly to emergency breakdowns to minimize downtime and product loss.- Ensure compliance with safety regulations, environmental requirements, and company maintenance procedures.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 4                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>Electrical Technician</b><br><b>Positions: 10</b>                      | <p><b>Qualification &amp; Requirements:</b></p> <ul style="list-style-type: none"> <li>• <b>Education:</b> Educated, with fluency in English</li> <li>• <b>Experience:</b> As per job description (JD)</li> <li>• <b>Salary:</b> Not fixed; to be disclosed after the interview. Starting salary of SAR 1,500, plus accommodation and transportation</li> <li>• <b>Age:</b> 20–35 years</li> <li>• <b>Gender:</b> Male</li> <li>• <b>Job Summary:</b> The Electrical Technician is responsible for the inspection, preventive maintenance, troubleshooting, repair, testing, and installation of electrical systems and equipment across retail stores. The role ensures the safe and reliable operation of electrical distribution systems, lighting, power equipment, and associated infrastructure while minimizing downtime and ensuring compliance with electrical safety standards.</li> <li>• <b>Key Responsibilities:</b> Perform preventive and corrective maintenance on: Low Voltage (LV) electrical distribution systems Main Distribution Boards (MDB) and Sub Distribution Boards (SDB) Lighting systems (indoor, outdoor, and emergency lighting) Power outlets and electrical circuits Motor Control Centers (MCC) Electrical panels and switchgear Circuit breakers and protection devices Cable trays, conduits, and wiring systems UPS systems and battery banks Diagnose electrical faults using appropriate testing instruments. Conduct Root Cause Analysis (RCA) to identify recurring failures and implement permanent corrective actions. Troubleshoot power failures, short circuits, overloads, earth leakage, voltage imbalance, phase loss, tripping issues, and equipment malfunctions. Monitor and record electrical parameters including voltage, current, frequency, power factor, insulation resistance, load balance, and earth continuity. Inspect, repair, and replace defective components including breakers, contactors, relays, switches, sockets, lighting fixtures, cables, transformers, MCCBs, MCBs, RCBOs, RCCBs, timers, sensors, and electrical control devices. Perform insulation resistance testing, continuity testing, earth resistance testing, and functional testing of electrical systems. Install and modify electrical wiring, conduits, panels, and lighting systems in accordance with approved drawings and electrical codes. Support maintenance activities for electrical equipment serving HVAC, refrigeration, pumps, generators, and other facility systems. Complete maintenance reports, inspection records, and equipment history in the CMMS. Maintain adequate inventory of critical electrical spare parts and recommend replenishment when required. Respond promptly to emergency electrical failures to minimize operational disruption. Ensure all work complies with electrical safety regulations, Lockout/Tagout (LOTO) procedures, and company maintenance standards.</li> </ul> |
| 5                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>Civil, Hydraulic &amp; Plumbing Technician</b><br><b>Positions: 10</b> | <p><b>Qualification &amp; Requirements:</b></p> <ul style="list-style-type: none"> <li>• <b>Education:</b> Educated, with fluency in English</li> <li>• <b>Experience:</b> As per job description (JD)</li> <li>• <b>Salary:</b> Not fixed; to be disclosed after the interview. Starting salary of SAR 1,500, plus accommodation and transportation</li> <li>• <b>Age:</b> 20–35 years</li> <li>• <b>Gender:</b> Male</li> <li>• <b>Job Summary:</b> The Hydraulic &amp; Plumbing Technician is responsible for the inspection, preventive maintenance, troubleshooting, repair, and installation of plumbing and hydraulic systems across retail stores. The role ensures reliable operation of water supply, drainage, sewage, and hydraulic equipment while minimizing downtime and maintaining safety, hygiene, and operational standards.</li> <li>• <b>Key Responsibilities:</b> Perform preventive and corrective maintenance on: Domestic water supply systems Drainage and sewer systems Water pumps (booster, transfer, and sump pumps) Hydraulic equipment and piping systems Water storage tanks Water heaters Valves, fittings, and plumbing fixtures Diagnose plumbing and hydraulic failures using appropriate testing tools and equipment. Conduct Root Cause Analysis (RCA) to identify recurring failures and implement permanent corrective actions. Inspect, repair, and replace damaged pipes, valves, pumps, seals, fittings, faucets, flush valves, water closets, and drainage components. Troubleshoot pump performance issues, pressure fluctuations, water leakage, blockages, and hydraulic system malfunctions. Perform pressure testing, leak detection, pipe repairs, and system flushing. Monitor and record operating parameters including pump pressure, flow rate, vibration, motor current, and water tank levels. Maintain and repair sewage pumps, grease traps, floor drains, and stormwater drainage systems, tiles replacement. Ensure plumbing and hydraulic systems comply with local codes, health regulations, and company standards. Complete maintenance reports, inspection records, and equipment history in the CMMS. Maintain adequate stock of critical plumbing and hydraulic spare parts and recommend replenishment when required. Respond promptly to emergency plumbing failures to minimize operational disruption and water damage. Coordinate with other maintenance disciplines during repair and renovation activities.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <p align="center"><b>How to Apply</b></p> <ul style="list-style-type: none"> <li>• Job Portal: Interested applicants can apply via OEC's website <a href="https://oec.gov.pk/">https://oec.gov.pk/</a>.</li> <li>• Help-Desk Team: for technical support, contact the OEC-Helpdesk team at UAN: <b>0311-0011-632</b> or Email: <a href="mailto:helpdesk@oec.gov.pk">helpdesk@oec.gov.pk</a></li> <li>• The applicant will submit/attach the deposited Bank challan amounting to Rs. 500/- generated at the time of online application submission</li> <li>• <b>Closing Date: 20 September, 2026.</b></li> <li>• <b>Operations &amp; I.T Wing, Overseas Employment Corporation, Head Office, Islamabad</b></li> </ul> |                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |