



Government of the Punjab
Punjab Land Records Authority
(HR Wing)

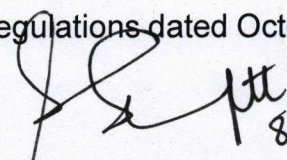
Lahore, Dated: 08th.11.2023

NOTIFICATION

No. PLRA/HR/2023/ 3086 Pursuant to the approval of the PLRA Board in its 22nd meeting held on 13.07.2023 regarding restructuring of Information Technology Wing and accordingly, the amendments made in Punjab Land Records Authority (Appointment & Conditions of Service) Regulations 2020 notified on October 13, 2023, the Authority has approved to bifurcate the existing Information Technology Wing into two separate wings and constitute the following administrative wings in the interest of public service with immediate effect: -

Sr. No.	Nomenclature of Existing Wing	Nomenclature of the Wings after Bifurcation
1.	Information Technology	1. Information Technology
		2. Software Development

Reference amendments made in *Regulations ibid* and consequent upon bifurcation of the existing IT Wing, officers working in System Development and Software Quality Assurance of said existing wing shall stand transferred to newly created Software Development Wing. The officers of newly created wings shall perform duties /discharge function as per the amended Regulations dated October 13, 2023.

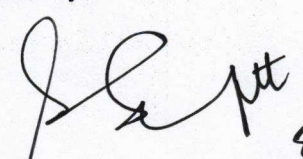

Director General

Punjab Land Records Authority

NO. AND DATE EVEN:

A copy is forwarded for information to the:

1. Chairman, Board of Directors, Punjab Land Records Authority.
2. All Additional Director General, Punjab Land Records Authority.
3. Chief Financial Officer, Punjab Land Records Authority.
4. All Directors, Punjab Land Records Authority.
5. Concerned Officers.


Director General

Punjab Land Records Authority



NOTIFICATION

No. PLRA/HR/2023/2784 : - In exercise of the powers conferred under Section 30 of Punjab Land Records Authority Act, 2017 (Act VI of 2017), the Authority is pleased to make the following amendments in **Punjab Land Records Authority (Appointment and Conditions of Service) Regulations, 2020** with immediate effect.

AMENDMENTS

In the Punjab Land Records Authority (Appointment and Conditions of Service) Regulations, 2020:

1) In Schedule-I:

- a) In column (2) under the heading "Functional Wing", following line items (entire rows) shall be substituted with all in "Information Technology",

Schedule-I									
PLRA Pay Grade	Functional Wing	Name of the post	Appointing Authority	Sanctioned Positions	Minimum qualifications for initial recruitment	Method of Appointment	Age Bracket	Location	Classification
1	2	3	4	5	6	7	8	9	10
PPG-9	Information Technology	Director (Information Technology)	Board	1	<ul style="list-style-type: none">Masters or 16 years' education in IT / Computer Sciences / Electronics / Telecommunication or Equivalent from HEC recognized university with 12 years relevant experience in large organizations of Private or Public Sector (At least 6 years' experience at senior management level).	By initial recruitment through recruitment committee-I or Through Commission.	35-50	PLRA HQTR	

					<ul style="list-style-type: none"> Must have good knowledge of Strategic Planning, Change Management, Enterprise Management and IT Operations Management at large enterprise / consultancy organization of good repute. 				
PPG-8	Information Technology	Additional Director Network Administration	Board	1	<ul style="list-style-type: none"> Masters or 16 years' education in IT / Computer Sciences / Electronics or Telecommunication from HEC recognized university / institution. Candidate having one of the following certifications or equivalent will have preference: CCNP (R&S) / CCIE (R&S); Must have 8 years of IT experience in Public / private sector including multiple roles in Network systems design & implementation, supervision of technical personnel, architecture, security / compliance, business-wide strategic planning. Must have sound understanding in MPLS, BGP, OSPF, HSRP, SD-WAN, ISE, Voice & Video Conferencing, firewall products and VPN Administration. 	By initial recruitment through recruitment committee-I or Through Commission.	30-45	PLRA HQTR	
PPG-8	Information Technology	Additional Director Data Center Operations	Board	1	<ul style="list-style-type: none"> Masters or 16 years' education in IT / Computer Sciences / Electronics or Telecommunication from 	By initial recruitment through recruitment committee-I	30-45	PLRA HQTR	

					<p>HEC recognized university / institution.</p> <ul style="list-style-type: none"> • Candidate having one of the following certifications or equivalent will have preference: CCNP (DC) / CCIE (DC) / ATD / ATS • Must have 8 years of IT experience in Public/private sector including multiple roles in Data Center, IT infrastructure, design & implementation, supervision of technical personnel, architecture, security / compliance, business - wide strategic planning. • At least 4 years relevant experience of management and monitoring of TIER-III Data Center and Critical Services deployed in Data center • Must have expertise and hands on experience in Cisco Nexus Switches, Cisco Router ASR, Cisco Firewall, EMC Storage, Cisco Unified Computing Systems, Load Balancer, Exchange Server 2016, MPLS, DNS, DHCP, Active Directory, Windows Server DC, Proxy Server, VMware, Hyper-V • Must have good knowledge in passive infrastructure of Data Center i.e. Hot aisle 	or Through Commission.			
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					containment, DCIM, type tested Panels, UPS, HVAC, VESDA, Cooling, Electrical Chillers, Fire suppression and detection system, Raise Floor, NMS, Surveillance, Electrical Panel.				
PPG-8	Information Technology	Additional Director Database	Board	1	<ul style="list-style-type: none"> Bachelors (4 years) OR Master in IT / Computer Sciences / Electronics or Telecommunication from HEC recognized university / institution. Must be MCSA SQL Server Certified. and 8 years of IT experience with at least 3 years' experience in database administration, installation, troubleshooting, maintenance of any database management system in an operational and online transaction processing environment at a local or foreign organization of good repute is required. Must have designed, deployed and maintained a backup and recovery strategy for an online transaction processing system. 	By initial recruitment through recruitment committee-I or Through Commission.	30-45	PLRA HQTR	
PPG-8	Information Technology	Additional Director IT Security and Compliance	Board	1	<ul style="list-style-type: none"> Bachelors (4 years) OR Master in IT / Computer Sciences / Electronics / Telecommunication or Equivalent from HEC recognized university / institution. 	By initial recruitment through recruitment committee-I or	30-45	PLRA HQTR	

					<ul style="list-style-type: none"> • CISSP or CISM Certified will be preferred. • 5 years technical experience working with cyber security and information security risk and control with at least 2 years' experience with data loss security tools. • Must have thorough understanding of data analytics and reporting. Should have practical knowledge of Information Systems Auditing, ISO/IEC 27001 and ITIL. 	Through Commission.			
PPG-7	Information Technology	Deputy Director (Network Administration)	Director General	2	<ul style="list-style-type: none"> • Masters or 16 years' education in IT / Computer Sciences / Electronics / Telecommunication or Equivalent from HEC recognized university / institution. • Must have 5 years of IT experience in Public / private sector including multiple roles in Network systems design & implementation, supervision of technical personnel, architecture, security / compliance, business-wide strategic planning. • Must have expertise in Cisco Nexus Switches, Cisco Router ASR, Cisco Firewall, EMC Storage, Cisco Unified Computing Systems, Load Balancer, Exchange Server 2016, MPLS, DNS, DHCP, Active Directory, Windows 	By initial recruitment through recruitment committee-II or through Commission.	25-40	PLRA HQTR	

					Server 2012, Proxy Server VMware, Hyper-V.				
PPG-7	Information Technology	Deputy Director (Data Center Operations)	Director General	2	<ul style="list-style-type: none"> • Masters or 16 years' education in IT / Computer Sciences / Electronics / Telecommunication or Equivalent from HEC recognized university / institution. • Must have 5 years of IT experience in Public / private sector including multiple roles in Data Center, IT infrastructure, design & implementation, supervision of technical personnel, architecture, security / compliance, business-wide strategic planning. Should have relevant experience of management and monitoring of TIER-III Data Center, Critical Services deployed in Data center. • Expertise and hands on experience in Cisco Nexus Switches, Cisco Router ASR, Cisco Firewall, EMC Storage, Cisco Unified Computing Systems, Load Balancer, Exchange Server 2016, MPLS, DNS, DHCP, Active Directory, Windows Server 2012, Proxy Server, VMware, Hyper-V is preferred. • Expertise in passive infrastructure of Data Center i.e. Hot aisle containment, DCIM, type tested Panels, UPS, 	By initial recruitment through recruitment committee-II or through Commission.	25-40	PLRA HQTR	

					HVAC, VESDA, Cooling, Electrical Chillers, Fire suppression and detection system, Raise Floor, NMS, Surveillance, Electrical Panel are desirable.				
PPG-7	Information Technology	Deputy Director (Database)	Director General	2	<ul style="list-style-type: none"> • Masters or 16 years' education in IT / Computer Sciences / Electronics / Telecommunication or Equivalent from HEC recognized university / institution. • Must have 5 years of IT experience with at least 3 years' experience in database administration, installation, troubleshooting, maintenance of any database management system in an operational and online transaction processing environment at a local or foreign organization of good repute. • Must have designed, deployed and maintained a backup and recovery strategy for an online transaction processing system. 	By initial recruitment through recruitment committee-II or through Commission.	25-40	PLRA HQTR	
PPG-7	Information Technology	Deputy Director (IT Security and Compliance)	Director General	1	<ul style="list-style-type: none"> • Masters or 16 years' education in IT / Computer Sciences / Electronics / Telecommunication or Equivalent from HEC recognized university / institution. • At least 5-year experience in Information Security, Systems Auditing, 	By initial recruitment through recruitment committee-II or through Commission.	25-40	PLRA HQTR	

					<p>Governance, Risk and Compliance, Process Improvement, Quality standards creation and implementation, Risk Management, Disaster Recovery and BCP Plans, Security Tools, Technologies and best practices.</p> <ul style="list-style-type: none"> • Must have working knowledge of Security and Compliance Standards & Certifications. 				
PPG-7	Information Technology	Deputy Director (Support Wing)	Director General	1	<ul style="list-style-type: none"> • Masters or 16 years' education in IT / Computer Sciences / Electronics / Telecommunication or Equivalent from HEC recognized university / institution. • At least 5 years of experience in the field of IT support / Quality assurance / software development and cross functional collaboration. 	By initial recruitment through recruitment committee-II or through Commission.	25-40	PLRA HQTR	
PPG-6	Information Technology	Assistant Director (Network Administration)	Director General	8	<ul style="list-style-type: none"> • Masters or 16 years' education in Computer Sciences / Information Technology or equivalent from HEC Recognized University with 3 years' experience in public / private sector Installation and configuration manageable switches and Routers. Installation and configuration of Windows server 2012, DNS, DHCP, Proxy Server. Installation, configuration 	By initial recruitment through recruitment committee-II or through Commission.	25-33	PLRA HQTR	

					and troubleshooting of HP, IBM, DELL Servers. Perform server backup operations, ensuring all required file systems and system data are successfully backed up. Configuration and maintenance of Mail Server. Establishing network by evaluating network performance issues including availability, utilization, throughput, and latency; planning and executing the selection, installation, configuration, and testing of equipment; defining network policies and procedures; establishing connections and firewalls. Maintaining network performance by performing network monitoring and analysis, and performance tuning by the use of Solarwinds and PRTG; troubleshooting network.				
PPG-6	Information Technology	Assistant Director (Network Administration)	Director General	20	<ul style="list-style-type: none"> Masters or 16 years' education in Computer Sciences / Information Technology or equivalent from HEC Recognized University with 3 years relevant experience in public / private sector Installation and configuration manageable switches and Routers. Installation and configuration of Windows server 2012, DNS, DHCP, Proxy Server. 	By initial recruitment through recruitment committee-II or through Commission.	25-33	All Districts	

					<ul style="list-style-type: none"> • Hands on experience of establishing and configuring network equipment including routers, switches and CEPs. • Must have experience in management and administration of a windows-based LAN with practical experience of user support services. 				
PPG-6	Information Technology	Assistant Director (Data Center Operations)	Director General	8	<ul style="list-style-type: none"> • Masters or 16 years' education in Computer Sciences / Information Technology or equivalent from HEC Recognized University with 3 years of relevant experience in public / private sector of data center monitoring, NOC operations, Critical services deployment in data center, IT infrastructure, Designing and Implementation of latest data center technologies. 	By initial recruitment through recruitment committee-II or through Commission.	25-33	PLRA HQTR	
PPG-6	Information Technology	Assistant Director (Database)	Director General	6	<ul style="list-style-type: none"> • Masters or 16 years' education in Computer Sciences / Information Technology or equivalent from HEC Recognized University with 3 years practical experience in database administration, installation troubleshooting, maintenance of any database management system in an operational and online transaction processing environment at 	By initial recruitment through recruitment committee-II or through Commission.	25-33	PLRA HQTR	

					<p>a local or foreign organization of good repute.</p> <ul style="list-style-type: none"> • Must have designed, deployed and maintained a backup and recovery strategy for an online transaction processing system. 				
PPG-6	Information Technology	Assistant Director (IT Security and Compliance)	Director General	1	<ul style="list-style-type: none"> • Masters or 16 years' education in Computer Sciences / Information Technology or equivalent from HEC Recognized University with 3-year experience in Information Security, Systems Auditing, Governance, Risk and Compliance, Process Improvement, Quality standards creation and implementation, Risk Management, Disaster Recovery and BCP Plans, Security Tools, Technologies and best practices. 	By initial recruitment through recruitment committee-II or through Commission.	25-33	PLRA HQTR	
PPG-6	Information Technology	Assistant Director (Support Wing)	Director General	3	<ul style="list-style-type: none"> • Masters or 16 years' education in IT / Computer Sciences / Electronics / Telecommunication or Equivalent from HEC recognized university / institution. • At least 3 years of experience in the field of IT support / Quality assurance / software development and cross functional collaboration. 	By initial recruitment through recruitment committee-II or through Commission.	25-33	PLRA HQTR	

- b) In column (2) under the heading "Functional Wing", a new functional wing "Software Development" shall be added after the functional wing "Information Technology ". Following line items (entire rows) shall be inserted under the functional wing "Software Development":

Schedule-I									
PLRA Pay Grade	Functional Wing	Name of the post	Appointing Authority	Sanctioned Positions	Minimum qualifications for initial recruitment	Method of Appointment	Age Bracket	Location	Classification
1	2	3	4	5	6	7	8	9	10
PPG-9	Software Development	Director (Software Development)	Board	1	<ul style="list-style-type: none"> • Masters or 16 years' education in IT / Computer Sciences or Equivalent from HEC recognized university with 12 years relevant experience in large organizations of Private or Public Sector (including at least 6 years' experience at senior management level). • Must have good knowledge of Strategic Planning, Change Management, enterprise management and IT operations management in a large enterprise / consultancy organization of good repute. • Strong background in software architecture, design patterns, and development methodologies. In-depth understanding of software development, architecture, and emerging technologies. Track record of successful technology implementations that 	By initial recruitment through recruitment committee-I or Through Commission.	35-50	PLRA HQTR	

					enhance operational efficiency.				
PPG-8	Software Development	Additional Director Software Development	Board	2	<ul style="list-style-type: none"> • Masters or 16 years' education in IT / Computer Sciences or Equivalent from HEC recognized university / institution. • 8 years of experience in implementing and executing software engineering processes, and delivering large-scale, high-quality enterprise software solutions with at least 2 years' experience in managing teams of software engineers. Must be proficient in latest software development technologies and framework. 	By initial recruitment through recruitment committee-I or Through Commission.	30-45	PLRA HQTR	
PPG-8	Software Development	Additional Director Quality Assurance	Board	1	<ul style="list-style-type: none"> • Masters or 16 years' education in IT / Computer Sciences or Equivalent from HEC recognized university / institution. • Must be ISTQB, intermediate or COBIT 5.0 certified or equivalent. and at least 8 years of experience in the field of information Technology / QA / CS of which at least 2 years' experience must be of coordination / correspondence with public / government departments. • Experience in Development projects and public sector organizations will be preferred. 	By initial recruitment through recruitment committee-I or Through Commission.	30-45	PLRA HQTR	

PPG-7	Software Development	Deputy Director (Software Development)	Director General	4	<ul style="list-style-type: none"> • Masters or 16 years' education in IT / Computer Sciences or Equivalent from HEC recognized university / institution. and • At least 5 years of experience in software development and coding in languages such as .NET / PHP and SQL etc. with at least 2-year experience in lead role. 	By initial recruitment through recruitment committee-II or through Commission.	25-40	PLRA HQTR	
PPG-7	Software Development	Deputy Director (App Development)	Director General	1	<ul style="list-style-type: none"> • Masters or 16 years' education in IT / Computer Sciences or Equivalent from HEC recognized university / institution. and At least 5 years' experience in Mobile Application Design & Development. Proficiency in iOS, Android and similar platform. • Strong understanding of mobile application architecture and design patterns. • Experience with RESTful APIs, third-party integrations, app deployment to app/google stores. 	By initial recruitment through recruitment committee-II or through Commission.	25-40	PLRA HQTR	
PPG-7	Software Development	Deputy Director (Quality Assurance)	Director General	2	<ul style="list-style-type: none"> • Masters or 16 years' education in IT / Computer Sciences or Equivalent from HEC recognized university / institution. • Must have 5 years of experience in the field of software Quality assurance from a well reputed organization. Must possess 	By initial recruitment through recruitment committee-II or through Commission.	25-40	PLRA HQTR	

					practical knowledge of automated / Manual software testing tools and Issue Management Systems.				
PPG-6	Software Development	Assistant Director (UI/UX)	Director General	1	<ul style="list-style-type: none"> • Masters or 16 years' education in Computer Sciences / Information Technology / Graphic Design or equivalent from HEC Recognized University with 3 years' experience in public / private sector. • Proficiency in design tools such as Sketch, Adobe Creative Suite, adobe illustrator, adobe photoshop, Figma, or similar tools. Strong portfolio showcasing a range of UI/UX design projects across different platforms. • Experience in designing for web, mobile, and other digital platforms. Knowledge of HTML, CSS, and other front-end development technologies. • Familiarity with animation and motion design principles. 	By initial recruitment through recruitment committee-II or through Commission.	25-33	PLRA HQTR	
PPG-6	Software Development	Assistant Director (BA)	Director General	2	<ul style="list-style-type: none"> • Masters or 16 years' education in Computer Sciences / Information Technology or equivalent from HEC Recognized University with 3 years relevant experience. 	By initial recruitment through recruitment committee-II or through Commission.	25-33	PLRA HQTR	

					<ul style="list-style-type: none"> • Strong analytical skills with the ability to break down complex problems and identify key insights. Proficient in crafting detailed requirement stories at a granular level for developers. 				
PPG-6	Software Development	Assistant Director (App Dev)	Director General	2	<ul style="list-style-type: none"> • Masters or 16 years' education in IT / Computer Sciences or Equivalent from HEC recognized university / institution. and At least 3 years' experience in Mobile Application Design & Development. Proficiency in iOS, Android and similar platform. • Strong understanding of mobile application architecture and design patterns. • Experience with RESTful APIs, third-party integrations, app deployment to app/google stores. 	By initial recruitment through recruitment committee-II or through Commission.	25-33	PLRA HQTR	
PPG-6	Software Development	Assistant Director (Solution Architect)	Director General	1	<ul style="list-style-type: none"> • Masters or 16 years' education in Computer Sciences / Information Technology or equivalent from HEC Recognized University with 3 years practical experience in relevant technology. • Experience in software development principles, including object-oriented design, design patterns, 	By initial recruitment through recruitment committee-II or through Commission.	25-33	PLRA HQTR	

					<p>software architecture concepts.</p> <ul style="list-style-type: none"> • Proficiency in at least one programming language such as .NET Core, etc. • Familiarity with latest tool and technologies. Basic knowledge of database systems and data modelling. 				
PPG-6	Software Development	Assistant Director (Dev Ops)	Director General	1	<ul style="list-style-type: none"> • Masters or 16 years' education in Computer Sciences / Information Technology or equivalent from HEC Recognized University with 3-year experience in relevant field. • Must have experience to Design, implement, and oversee DevOps strategies to enhance system reliability, scalability, and efficiency. • Experience in Microsoft Azure DevOps is preferred. 	By initial recruitment through recruitment committee-II or through Commission.	25-33	PLRA HQTR	
PPG-6	Software Development	Assistant Director (DB Dev)	Director General	2	<ul style="list-style-type: none"> • Masters or 16 years' education in Computer Sciences / Information Technology or equivalent from HEC Recognized University with 3-year experience in relevant field. • Experience in designing, implementing, query writing, managing database systems, optimizing queries, ensuring data security, and collaborating with cross-functional teams. 	By initial recruitment through recruitment committee-II or through Commission.	25-33	PLRA HQTR	

PPG-6	Software Development	Assistant Director (SD)	Director General	11	<ul style="list-style-type: none"> • Masters or 16 years' education in IT / Computer Sciences or Equivalent from HEC recognized university / institution. • At least 3 years of experience in software development and coding in languages such as .NET / PHP and SQL etc. 	By initial recruitment through recruitment committee-II or through Commission.	25-33	PLRA HQTR	
PPG-6	Software Development	Assistant Director (Quality Assurance)	Director General	6	<ul style="list-style-type: none"> • Masters or 16 years' education in IT / Computer Sciences or Equivalent from HEC recognized university / institution. • Must have 3 years of experience in the field of software Quality assurance from a well reputed organization. Must possess practical knowledge of automated / Manual software testing tools and Issue Management Systems. 	By initial recruitment through recruitment committee-II or through Commission.	25-33	PLRA HQTR	

2) In Schedule-II:

- a) In organogram of “**Overall Organizational Structure**” under the hierarchy of Additional Director General (Technical), Functional Wing “**Information Technology**” shall stand amended and a new Functional Wing “**Software Development**” shall be inserted.
- b) The Organogram of “**Information Technology**” shall stand substituted.
- c) The Organogram of “**Software Development**” shall be inserted next to the organogram of “**Information Technology**”.

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3) In Schedule-III:

- a) The number of positions in Functional Wing “**Information Technology**” shall stand amended.
- b) The functional wing “**Software Development**” shall be inserted having details of new positions.

4) Schedule-IX: In Schedule-IX under the heading “**Wing**”, “**Software Development**” shall be inserted.

 10/10/2023
**Director General / Secretary to the Board of
Punjab Land Records Authority**

NO. AND DATE EVEN:

A copy is forwarded for information to the:

1. Chairman, Punjab Land Records Authority Board.
2. Senior Member, Board of Revenue, Punjab.
3. Additional Director General (Admin), Punjab Land Records Authority.
4. Additional Director General (Technical), Punjab Land Records Authority.
5. Chief Financial Officer, Punjab Land Records Authority.
6. All Directors, Punjab Land Records Authority.
7. The Superintendent, Government Printing Press, Punjab for publication in the Official Gazette.

 10/10/2023
**Director General/Secretary to the Board of
Punjab Land Records Authority**

Overall Organizational Structure

Schedule-II

