

National Artificial Intelligence (AI) Advancement Initiative (NAAI)

Sr.	Job Tittle	Job Description
1	Director - (HRD / Skills) (Max Age- 45)	• Develop a high-impact AI workforce through education, training, and skill development programs. • Align training programs with emerging market needs, global AI trends, and local socio-economic priorities • Lead the development and validation of AI micro-credentials, and modular training content in collaboration with academia and industry. • Ensure quality standards and relevance of training content. • Establish partnerships with universities, vocational institutes, online platforms, and training providers to deliver nationwide skilling programs. • Ensure outreach to underrepresented groups, including women, rural youth, and persons with disabilities. • Develop KPIs for training coverage, employability outcomes, and diversity/inclusion metrics. • Promote AI skills in sectors like health, agriculture, governance, and education. • Represent the HRD component in inter-ministerial working groups, international delegations, and forums Qualification:- Master's degree (16 years of education or higher) in Education, Human Resource Development, Public Policy, Social Sciences, Computer Science, ICT, or a related field from an HEC-recognized university. Preference will be given to candidates with: Specialization or certifications in Workforce Development, TVET, Digital Skills Training, or Human Capital Strategy. Professional training in project management, curriculum design, or education technology (EdTech) is a plus. Experience:- Minimum 8 years of relevant experience, with at least 3–5 years in a leadership or managerial role in the areas of skills development, HRD, digital literacy programs, or capacity building, especially in the public sector or development projects. Demonstrated experience in: Designing and managing large-scale digital skills programs, certification initiatives, or national training frameworks (especially in AI, data science, or IT). Collaborating with academic institutions, technical training providers, industry stakeholders, and international development partners to develop curricula and training modules. Promoting inclusive and gender-sensitive skill development initiatives, especially for underserved or remote communities. Establishing partnerships with EdTech platforms, MOOC providers (like Coursera, edX), and other international certification bodies. Managing performance indicators, monitoring training outcomes, and ensuring alignment with national digital economy and AI strategies. Familiarity with youth employment programs, reskilling/upskilling trends, and future of work initiatives.

Sr.	Job Title	Job Description
2	Joint Director - (Seed / Funding) (Max Age - 40)	• Provide seed funding to AI startups to facilitate commercialization and scalability • Support a sustainable funding and mentorship ecosystem for AI-based entrepreneurs • Maintain transparent and auditable documentation of funding processes • Facilitate technical, financial, and operational due diligence of applicant startups • Work with project committees, reviewers, and investment panels for robust selection against criteria • Assess business models, product-market fit, scalability, and commercialization potential • Maintain a dynamic portfolio of funded startups with regular monitoring of milestones and KPIs • Ensure timely fund disbursement, compliance with MoUs, and reporting requirements • Provide input for national seed funding policies, including eligibility criteria, funding caps, and performance metrics • Compile monthly and quarterly reports on disbursements, startup progress, and fund utilization Qualification:-Master's degree (16 years of education) in Finance, Business Administration, Economics, Entrepreneurship, Public Policy, or a related field from an HEC-recognized institution. Preference will be given to candidates with: Certifications or specialized training in venture capital, startup financing, investment analysis, or grants management. Additional exposure to development finance, donor funded projects, or innovation funding models will be an asset. Experience:- Minimum 5–7 years of relevant experience, with at least 2 years in a coordination or mid management role in startup funding, grants management, innovation finance, or related fields. Proven experience in: Supporting the implementation and monitoring of seed funding or early-stage investment programs. Assisting in the evaluation, shortlisting, and due diligence of funding proposals submitted by startups and innovators. Coordinating disbursements, tracking fund utilization, and ensuring financial compliance. Maintaining relationships with VCs, incubators, accelerators, and other innovation ecosystem stakeholders. Supporting the preparation of financial reports, fund impact summaries, and periodic performance dashboards. Drafting policy notes or frameworks related to public innovation funding and startup ecosystem development. Familiarity with: Pakistan's startup and innovation funding landscape, government grant mechanisms, and blended finance models. Financial performance indicators such as startups funded, revenue growth, funding leveraged, and jobs created.