



## DIRECTORATE OF INDUSTRIAL LIAISON

NED University of Engineering & Technology

University Road, Karachi-75270 Pakistan

Tel: (+92-21) 99261261-8, Ext: 2274, 2218, Email: [dil@neduet.edu.pk](mailto:dil@neduet.edu.pk)



**'SAY NO TO CORRUPTION'**

17-02-2026

# We're Hiring

- Assistant Manager, Technical Services
- Senior Sales & Service Engineer
- Executive Coordinator, Sales
- Executive Coordinator, Services & Projects
- Supply Chain Officer
- Business Liaison Executive



SCAN  
TO  
APPLY

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### Assistant Manager, Technical Services

#### Location

Karachi, Pakistan

#### Job Description

We are seeking an **Assistant Manager, Technical Services** to lead and oversee the technical support functions for medical equipment installations, commissioning, and after-sales support. The role ensures timely project execution, high-quality service delivery, and coordination between clients, engineers, and internal departments.

#### Responsibilities

- Supervise and coordinate installations, commissioning, and maintenance of medical equipment.
- Lead and mentor service engineers and field staff.
- Liaise with clients, principals, and internal teams for smooth project execution.
- Oversee service schedules, preventive maintenance, and equipment calibration.
- Prepare and review technical reports, project documentation, and compliance records.
- Coordinate with supply chain and logistics for timely delivery and installations.
- Identify and implement process improvements to enhance service efficiency.
- Ensure adherence to safety protocols and regulatory standards.

#### Required Qualifications

- Bachelor's degree in Biomedical Engineering, Electrical/Mechanical Engineering, or a related field.
- 5-7 years of relevant experience in medical device or healthcare equipment service and project management.

#### Skills and Competencies

- Strong technical knowledge of medical equipment and healthcare technology.
- Leadership and team management skills for supervising service engineers.
- Excellent interpersonal, communication, and problem-solving abilities.
- Proficiency in Microsoft Office (Excel, Word, PowerPoint), MS Teams, and Zoom.
- Highly organized for project tracking, documentation, and client reporting.
- Proactive, self-motivated, and willing to travel for project and client support.

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### Senior Sales & Service Engineer

#### Location

Islamabad/Rawalpindi, Pakistan

#### Job Description

We are seeking a **Senior Sales & Service Engineer** who is enthusiastic about marketing and servicing medical equipment. The position requires strong communication skills, technical expertise, and travel.

#### Responsibilities

- Promote medical equipment to hospitals and healthcare facilities across the Twin Cities, Upper Punjab, and potentially KPK.
- Conduct technical demonstrations, installations, commissioning, and provide after-sales support.
- Assist in preparing tender/RFQ documentation and participate in procurement processes.
- Coordinate with the supply chain for timely deliveries and manage shipments at client sites.
- Communicate with end-users to ensure proper operation and resolve technical issues.
- Provide basic training to clients on equipment usage and maintenance.
- Build and maintain strong relationships with clients and healthcare professionals.
- Prepare service reports and maintain records of sales, maintenance, and client interactions.
- Collaborate with internal teams to address client needs and feedback.
- Willingness to travel frequently to client sites.

#### Required Qualifications

- Bachelor's degree in Biomedical Engineering or related field.
- Candidates with 4-6 years of experience preferred.
- Proficiency in Punjabi, Urdu, and English.

#### Skills and Competencies

- Strong communication, negotiation, and problem-solving skills.
- Proficiency in MS Office, Outlook, and collaboration tools like MS Teams & Zoom.
- Technical understanding of medical equipment and the healthcare industry.

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### Executive Coordinator, Sales

#### Location

Karachi, Pakistan

#### Job Description

We are seeking a dedicated and detail-oriented **Executive Coordinator, Sales** to join our dynamic team at Medline Technologies (Pvt.) Ltd. This role is pivotal in providing comprehensive technical and financial support to our sales team.

#### Responsibilities:

- Support the sales team with technical knowledge and solutions tailored to customer requirements.
- Assist in developing and reviewing financial proposals in coordination with the finance team.
- Maintain communication with vendors and partners regarding product updates and sales inquiries.
- Conduct market research and monitor competitive pricing.
- Plan, coordinate, and manage shipments and related documentation.
- Respond to customer and internal team inquiries with technical and logistical support.
- Act as a liaison between sales, customers, and internal departments.

#### Required Qualifications

- Bachelor's in Biomedical Engineering or related field.
- Candidates with 3-4 years of relevant experience are preferred.
- Proficiency in English (written and spoken).
- Familiarity with medical equipment or healthcare technology is advantageous.

#### Skills and Competencies

- Strong interpersonal and communication skills.
- Analytical and problem-solving abilities for pricing and market analysis.
- Proficiency in Microsoft Office (Excel, Word, PowerPoint), MS Teams and Zoom.
- Organized with attention to detail for managing documentation and project timelines.
- Proactive, self-motivated, and able to work in a hybrid work environment.

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### Executive Coordinator, Services & Projects

#### Location

Karachi, Pakistan

#### Job Description

We are seeking a dedicated and detail-oriented **Executive Coordinator, Services & Projects** to join our dynamic team at Medline Technologies (Pvt.) Ltd. This role is pivotal in coordinating installations, after-sales support, and project execution.

#### Responsibilities:

- Coordinate service and project activities, including installations, commissioning, and maintenance.
- Act as a liaison between clients, service engineers, project managers, and internal teams.
- Assist in preparing project and service documentation and reports.
- Monitor project timelines and follow up with teams and vendors for timely execution.
- Support logistical planning, including shipments and site readiness.
- Maintain accurate records of service activities, client interactions, and project progress.
- Identify opportunities to improve service coordination and project workflows.

#### Required Qualifications

- Bachelor's degree in Biomedical, Electrical/Mechanical Engineering, or a related field.
- 3-4 years of relevant experience in service coordination, project coordination, or healthcare/medical equipment.
- Proficiency in English (written and spoken)

#### Skills and Competencies

- Strong interpersonal and communication skills.
- Analytical and problem-solving abilities for pricing and market analysis.
- Proficiency in Microsoft Office (Excel, Word, PowerPoint), MS Teams and Zoom.
- Organized with attention to detail for managing documentation and project timelines.
- Proactive, self-motivated, and able to work in a hybrid work environment.

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### Supply Chain Officer

#### Location

Karachi, Pakistan

#### Job Description

We are seeking a **Supply Chain Officer** to manage procurement, logistics, and inventory activities to ensure timely availability and delivery of medical equipment and supplies. The role ensures smooth coordination with vendors, internal teams, and clients while maintaining accurate records and compliance with company policies.

#### Responsibilities

- Manage procurement of medical equipment, consumables, and spare parts in coordination with internal teams.
- Liaise with vendors and suppliers to ensure timely order processing and delivery.
- Monitor and maintain inventory levels to prevent stock shortages or overstocking.
- Coordinate shipments, manage documentation, and ensure compliance with import/export regulations.
- Support internal teams with procurement planning, purchase orders, and supply chain logistics.
- Maintain accurate records of purchases, shipments, and inventory transactions.
- Identify opportunities to optimize supply chain processes and improve efficiency.

#### Required Qualifications

- Bachelor's degree in Supply Chain, Business Administration, or a related field.
- 3-4 years of relevant experience in procurement, logistics, or inventory management, preferably in the healthcare or medical equipment sector.
- Proficiency in English (written and spoken)

#### Skills and Competencies

- Strong organizational, planning, and time management skills.
- Excellent communication and negotiation abilities for vendor and internal coordination.
- Proficiency in Microsoft Office (Excel, Word, PowerPoint), MS Teams and Zoom.
- Attention to detail for managing documentation, inventory, and shipment tracking.
- Analytical and problem-solving skills to optimize procurement and logistics processes.

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### Business Liaison Executive

#### Location

Karachi, Pakistan

#### Job Description

We are seeking a **Business Liaison Executive** to act as the primary point of contact between our company and foreign principal manufacturers. The role involves coordinating communications, managing relationships, supporting pricing, and exploring new business opportunities to drive growth.

#### Responsibilities

- Maintain communication with foreign principals regarding projects, RFQs, and after-sales support.
- Perform pricing analysis and share competitive quotations with the sales team.
- Track sales pipelines and update principals on progress and performance.
- Explore new products and brands for business growth in collaboration with the team.
- Liaise with internal service teams and principals to resolve after-sales issues efficiently.
- Conduct market research to identify trends and competitive pricing strategies.
- Prepare professional correspondence, reports, and presentations for stakeholders.

#### Required Qualifications

- Bachelor's in Business Administration, International Business, or Biomedical Engineering.
- Candidates with 4-5 years of experience preferred.
- Proficiency in English (written and spoken).
- Familiarity with medical equipment or healthcare technology is advantageous.

#### Skills and Competencies

- Strong interpersonal and communication skills.
- Analytical and problem-solving abilities for pricing and market analysis.
- Proficiency in Microsoft Office (Excel, Word, PowerPoint), MS Teams and Zoom.
- Organized with attention to detail for managing documentation and project timelines.
- Proactive, self-motivated, and able to work in a hybrid work environment.

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## What We Offer

- Competitive salary with comprehensive benefits.
- Opportunities for professional development, training, and career growth in a dynamic field.
- EOBI, provident fund, and a company-provided mobile line.
- Travel support for field and project-based roles.
- Exposure to high-profile healthcare projects.



## How to Apply

- Submit your application by scanning the **QR code** or by opening the application form at <https://forms.gle/AK1BBTIREmbee4ik7>
- Please ensure all required fields are completed.
- Only shortlisted candidates will be contacted.



## Application Deadline

28th February 2026

Medline Technologies (Pvt.) Ltd. is committed to fostering a diverse, inclusive workplace where all employees are respected and provided equal opportunities for employment and growth. We value fairness, dignity, and individuality, promoting a culture that celebrates unique contributions and ensures equitable advancement for everyone.



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