

Project Based Career Opportunity

The Islamia University of Bahawalpur intends to hire a Project Based Accountant / Computer Operator (Works) for the Project Coordination Unit, under HEC Funded Project "Establishment and Development of IUB Campus at Rahim Yar Khan". Applications are invited from those Pakistani nationals who meet the following criteria for the aforesaid post, on contract basis till project duration:

"Establishment and Development of IUB Campus at Rahim Yar Khan"		
Name of Post	Qualification / Experience	Pay Package (All inclusive)
Accountant / Computer Operator (Works) (01 post)	<ul style="list-style-type: none">B.Com / BBA 1st Division from HEC recognized university with 02 years experience in account maintenance and book-keeping.03 years experience of office working, proficient in the use of MS Office with a typing speed of 40 wpm in English.Additional secretarial qualifications / skills and familiarity with shorthand, noting & drafting would be preferred.	Rs. 22,000/-

- How to apply: The candidates have to submit applications alongwith attested copies of degrees, experience certificates, two recent photographs and one copy of the deposit slip of Rs. 500/- to be deposited Online in any branch of HBL in University Freedom Account Number:- [14737900656803](https://www.hbl.com/Account/14737900656803), on account of application processing fee.
- Prescribed application forms can be obtained from the Office of the undersigned personally during office hours. Application forms can also be downloaded from the IUB website i.e. (www.iub.edu.pk)
- The University reserves the rights to short list the candidates on the basis of academic qualifications/tests as may be prescribed by the university. Only short listed candidates will be called for interview.
- Applications will be received only through Registered Mail / Courier etc, by hand applications will not be accepted, IUB employees willing to apply are directed to submit their application through proper channel.
- All other in service applicants will have to attach N.O.C and Service Certificate from their department alongwith the application, advanced copy of application will not be entertained.
- Applicants are directed to clearly mention the name of the post applied for on the top right corner of Envelope.
- Last date for submission of applications: The applications complete in all respects must reach in the HR Section, latest by **10 April, 2018**. Incomplete / received applications after the due date will not be entertained. No document will be attached after the closing date.



Registrar
The Islamia University of Bahawalpur
Abbasia Campus, Bahawalpur
Phone: 062-9250235

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