

SITUATIONS VACANT

Applications are invited from Pakistani nationals (both male & female), not married to foreign nationals, for the following vacant post(s), having age between 21 to 50 years, on Regular / Contract Basis:

Sr. No.	Name of Post	Qualification / Experience	Number of Posts	Campus
1	Structural Engineer (BPS-19) (On Contract basis only)	MSc Structure Engineering at least 2nd division or equivalent qualification from HEC recognized university with 10 years design experience. PEC registration is compulsory Or BE / BSc Civil Engineering or equivalent qualification at least 2 nd division from HEC recognized University/Institution with 13 years design experience. PEC registration is compulsory	01	BWP Campus
2	Deputy Registrar (BPS-18)	A graduate with five years administrative experience in a University or Education Department	02	BWP & BWN Campuses
3	Deputy Controller of Examinations (BPS-18)		01	BWP Campus
4	Deputy Treasurer (BPS-18)	(i) A graduate with seven years experience of Audit and / or Accounts work in a Government or Semi - Government Department or a University, or (ii) Assistant Accounts officer in a Government or Semi - Government Department with five years experience as such, or (iii) S.A.S. with 10 years experience as such.	01	BWP Campus
5	Assistant Registrar (BPS-17)	A graduate with three years administrative experience in a University or Education Department	05	BWP, BWN & RYK Campuses
6	Assistant Controller of Examinations (BPS-17)		02	BWP & BWN Campuses
7	Assistant Treasurer (BPS-17)		03	BWP, BWN & RYK Campuses
8	Medical Officer (BPS-17)	M.B.B.S from a recognized University with three years practical experience.	05	BWP, BWN & RYK Campuses
9	Laboratory Engineer (Civil, Electrical, Electronics) (BPS-17) (On Contract basis only)	B.Sc Engineering from a recognized University in relevant field with 3 years experience in relevant field, PEC registration is compulsory	04	BWP Campus
10	Laboratory Supervisor (Civil, Electrical, Electronics) (BPS-16) (On Contract Basis only)	DAE in relevant field with 10 years experience as Lab Technician / professional experience.	03	BWP Campus
11	Head Mali (BPS-04) (On Contract Basis only)	Literate person with 03 - years experience in relevant field.	01	BWP Campus

1. How to apply: The candidates applying for above posts are required to submit (02) complete sets of their application on prescribed form along with attested copies of CNIC /Domicile/Educational testimonials (Matric to onwards) / experience certificates and fee deposit slip (original & copy) for BPS-19 worth 4000/-, for BPS-18 worth Rs. 3000/-, for BPS-16 & 17 worth Rs. 1500/- and for BPS-04 Rs. 500/- to be deposited Online in any branch of HBL in University Freedom Account Number: **14737900656803** on account of application processing fee in favour of the Treasurer, IUB. Applications should be posted via Registered Mail through Pakistan Post / Courier Services, to the following address:

**Office of the Assistant Registrar (HR), Room No. 103, First Floor
The Islamia University of Bahawalpur, Abbasia Campus**

- By hand applications will not be accepted.
- Candidates applying for more than one post shall submit separate applications.
- Two most recent passport size photographs should be affixed on each application.
- IUB employees, willing to apply, are directed to submit their application through proper channel.
- Candidates already in service of a Government/Semi-Government Department or an Autonomous Body must apply through proper channel by the due date, otherwise their applications shall not be entertained.
- Candidates should clearly mention the name of applied position on the top right corner of envelope.
- Incomplete / applications received after the last date will not be entertained, even though posted before the last date.
- Only shortlisted candidates will be called for test / interview.
- Updated Application Form is available in the office of the Assistant Registrar (HR) Abbasia Campus Bahawalpur as well as on the IUB website <https://www.iub.edu.pk/career-at-iub>
- The University reserves the rights;
 - Not to fill any vacancy without assigning any reason thereof or consider a person for appointment in a lower cadre against the post(s) advertised.
 - To increase or decrease the number of vacancies as per availability of funds.
 - To consider the candidates for posting in any Campus of the University as per the need of the University.
- No TA/DA will be admissible for test / interview.
- Last date for Submission of Applications is 13-01-2020.**