

NED University of Engineering & Technology



Registrar

University Road, Karachi -75270, Pakistan
Telephone: 99261261-8 Fax: (92 - 21) 99261255
E-Mail: registrar@neduet.edu.pk
Website: <http://www.neduet.edu.pk>

Ref. No: DR (Estab)/(22)/1813

Date: 15-02-2019

JOB OPPORTUNITIES

Applications on prescribed forms are invited from nationals of Pakistan, domiciled in the Sindh Province under disabled quota for the following posts. Each application should reach the undersigned on or before **06-03-2019** during office hours. Each application should contain Bio-Data, attested photocopies of Educational Certificates from Matriculation onwards, experience Testimonials, CNIC, Domicile and Character Certificates and Two (2) References. Application form can be obtained from HMBL and NBP, NED University, Main Campus during banking hours against payment of Rs.3,000/- Application form may also be downloaded from the University Website <http://www.neduet.edu.pk/jobs/jobs.html> which should be submitted along with a Bank draft of Rs.3,000/- in favour of Director Finance, NED University. Disability certificate must be attached with the application

1. **LAB ENGINEER**

BPS-17 (RS. 30,370-2300-76,370) (plus allowances)

QUALIFICATION/EXPERIENCE

Bachelor Degree in the relevant Engineering field, preferably with two years experience in relevant field.

2. **I.T. MANAGER (JUNIOR SCALE)**

BPS-17 (Rs. 30,370-2300-76,370) (plus allowances)

QUALIFICATION/EXPERIENCE

BCIT or BE in Computer Systems Engineering (16 years Degree) in First Division.

3. **CRAFTSMAN INSTURCTOR**

BPS-16 (Rs. 18,910-1520-64,510) (plus allowances)

QUALIFICATION/EXPERIENCE

Post Matric three years Diploma of Associate Engineer from SBTE in Mechanical Technology or Instrument Technology / Dies & Moulds Technology with at least Five years Practical experience.

4. **OFFICE ASSISTANT**
BPS-16 (Rs. 18,910-1520-64,510) (plus allowances)

QUALIFICATION/EXPERIENCE

- i. Graduate at least in 2nd Division from recognised University.
- ii. Three years experience of noting and drafting in a Govt. / Semi-Govt. or private organization

5. **JUNIOR DATA ENTRY OPERATOR**
BPS-16 (Rs. 18,910-1520-64,510) (plus allowances)

QUALIFICATION/EXPERIENCE

HSC with Certificate courses in computer of at least six months duration from SBTE / Petroman / Aligarh / Govt. / Semi-Govt. or Autonomous Institutions with at least one year experience

6. **SENIOR COMPUTER ATTENDANT**
BPS-14 (Rs. 15,180-1170-50,280) (plus allowances)

QUALIFICATION/EXPERIENCE

SSC, preferably Inter/Graduate, with at least three years office experience (max. age limit of thirty years).

7. **TECHNICIAN**
BPS-11 (Rs. 12,570-880-36,160) (plus allowances)

QUALIFICATION/EXPERIENCE

HSC (Pre-Engineering) in 2nd Division and two years experience in Science Laboratory of a College/ University. Provided that for the post of Technician in Engineering Departments preference will be given to the Diploma holders in relevant field.

8. **COMPUTER ATTENDENT**
BPS-11 (Rs. 12,570-880-36,160) (plus allowances)

QUALIFICATION/EXPERIENCE

SSC Science Group with Certificate in Computer Literacy and Computer Typing with speed of 30 w.m.p. and at least two years experience in the relevant field

9. **MISTRY**
BPS-05 (Rs. 10,260-500-25,260) (plus allowances)

QUALIFICATION/EXPERIENCE

Studied upto Class VIII and short course in the relevant Trade from SBTE, Karachi with one year experience in the relevant field/trade.

10. **HELPER TO TECHNICIAN**
BPS-03 (Rs. 9610-390-21,310) (plus allowances)

QUALIFICATION/EXPERIENCE

Literate with at least one year relevant experience.

11. **NAIB QASID**
BPS-01 (Rs. 9130-290-17,830) (plus allowances)

QUALIFICATION/EXPERIENCE

Literate (able to read and write)

12. **LAB ATTENDANT**
BPS-01 (Rs. 9130-290-17,830) (plus allowances)

QUALIFICATION/EXPERIENCE

Literate (able to read and write)

13. **SANITARY WORKER**
BPS-01 (Rs. 9130-290-17,830) (plus allowances)

QUALIFICATION/EXPERIENCE

Usual

Note:

1. Candidates having more experience than minimum may also be considered for extra increments on the merit of each case.
2. Degree required or equivalent Degree from a recognised University/ Institution shall be considered
3. Maximum age limit is 45 years, relaxable for Government, Semi - Government/University employees, provided they apply Through Proper Channel.
4. Applications should be submitted complete with all required documents. Candidates applying for more than one post must submit separate applications with necessary documents for each post.
5. Incomplete applications and applications received after the due date will NOT be considered. Any direct or indirect approach or influence will result in disqualification.
6. Candidates already serving in Government/Semi Government and Autonomous Bodies should apply through proper channel. Advance copies of the applications may be sent, so as to reach within the due date. However, their complete applications should have been received Through Proper Channel before the Test/Interview, otherwise they will not be allowed to sit in Test/Interview, if shortlisted.
7. Applications, which are not submitted on prescribed forms (as mentioned at top above), shall NOT be accepted.
8. In addition to pay and allowances, benefits of Provident Fund would be allowed according to the University Rules.
9. The University reserves the right to check/verify time for the period spent towards the Ph.D Degree.

Only short listed candidates shall be called for Test / Interview.


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