

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)/7587

Date: 08-08-2019

JOB OPPORTUNITIES FOR NED UNIVERSITY CAMPUS AT ISLAMKOT, THAR (ON CONTRACT BASIS)

Applications on prescribed forms are invited from nationals of Pakistan, domiciled in the Sindh Province for the following posts. Each application should reach the undersigned on or before **31-08-2019** 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. Online application form is available at University Website <http://www.neduet.edu.pk/jobs/jobs.html>. Hard copies of filled application form should be submitted to the undersigned office along with a Bank draft of Rs.3,000/- in favour of Director Finance, NED University.

1. **ASSISTANT PROFESSORS (BPS-19)**
(COMPUTER SCIENCE & INFORMATION TECHNOLOGY)
(Equivalent to BPS-19)

QUALIFICATION/EXPERIENCE

Ph.D. in the relevant field from HEC recognized University/Institution. No experience required.

OR

Master's Degree (18 years education) or M.Phil. in the relevant field from HEC recognised University/Institution, with four (04) years teaching/research experience in a recognised University or a post-graduate Institution or professional experience in the relevant field in a National or International Organization.

2. **LECTURERS (BPS-18)**
(COMPUTER SCIENCE & INFORMATION TECHNOLOGY)
(Equivalent to BPS-18)

QUALIFICATION/EXPERIENCE

Master's Degree or equivalent degree awarded after 18 years of education in Computer Sciences the candidate must possess first class or 3.00 CGPA in all degrees with no 3rd division in the entire academic career

All requirement as per HEC criteria

3. **I.T. MANAGER (JUNIOR SCALE)**
(Equivalent to BPS-17)

QUALIFICATION/EXPERIENCE

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

4. **ASSISTANT DIRECTOR FINANCE**
(Equivalent to BPS-17)

QUALIFICATION / EXPERIENCE

M.Com or MBA in Finance at least 2nd Division of recognized University

OR

B.Com 2nd Class at least five years experience in field of Accounts and Budget in the Govt. / Semi Govt. Institution. Preference will be given to those who have worked on Accounts/Budget, in Development Projects in BPS-16 or above for at least five years (Max age limit thirty years)

5. **ASSISTANT REGISTRAR / LIAISON OFFICER**

(Equivalent to BPS-17)

QUALIFICATION / EXPERIENCE

MA / M.Com. / MBA / BE at least 2nd Division of recognized University.

OR

BA / B.Com at least 2nd Division of recognized University with five years experience of office Administration, preferably University Administration. Preference will be given to higher academic attainment combined with office experience. Sound knowledge of noting and drafting essential.

6. **ASSISTANT LIBRARIAN**

(Equivalent to BPS-17)

QUALIFICATION / EXPERIENCE

First Class Master's Degree in Library Science (Max age limit thirty years)

7. **SENIOR DATA ENTRY OPERATOR**

(Equivalent to BPS-16)

QUALIFICATION / EXPERIENCE

Graduation from any recognized University plus one year Diploma in Computer Science / Information Technology from SBTE / Petroman / Government / Semi Government Institutes with three years experience as Data Entry.

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.
10. Above positions are purely temporary / contract basis for One year, extendable for one year and on fixed monthly salary.

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


REGISTRAR