



DIRECTORATE OF INDUSTRIAL LIAISON

NED University of Engineering & Technology

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'SAY NO TO CORRUPTION'

10-10-2025



Matrix Pharma is looking for self-motivated, energetic and outgoing candidate for their "Engineering Department".

Position: "Internship (Engineering Department)"

Job Description

- Assist in updating, and maintaining engineering documentation (SOPs, maintenance records, calibration logs, etc.).
- Support in compiling equipment history and preventive maintenance data.
- Coordinate with engineering staff for daily maintenance and operational tasks.
- Observe and learn equipment operation, utilities, and maintenance processes.
- Assist in preparing project-related documentation (installation, commissioning, and validation support).
- Support the team in monitoring daily activities and ensuring timely task completion.
- Perform any other tasks assigned by the Engineering Department for learning and support.

Qualifications and Skills

Education:

Bs Mechatronics

Experience:

Fresher

Technical Skills:

- Proficient in MS Office (Word, Excel, PowerPoint)
- Basic knowledge of engineering drawings, documentation, and maintenance systems

Communication Skills:

Excellent written and verbal communication skills are necessary.

Location:

Karachi

Send your CVs @

careers@matrixpharma.com.pk

www.matrixpharma.com

Matrix Pharma (Pvt.) Ltd

Plot no. 12 Sector no. 15 Korangi Industrial Area Karachi

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