

## Engagement on Monthly/Daily/Hourly Wages

Applications are invited for the following monthly / daily / hourly wages positions from the candidates who meet the specified criteria.

Sr. No.	Name of the Post	Age	Qualification & Experience
01	Junior Computer Operator	18-30	<p>(i) Higher Secondary School Certificate (second division) or equivalent qualification from a recognized Board;</p> <p>(ii) six months computer training course or diploma in MS office from any recognized institute; and</p> <p>(iii) forty words per minute typing speed in English on computer.</p> <p style="text-align: center;"><b>OR</b></p> <p>(i) ICS (second division) or equivalent qualification from a recognized Board; and</p> <p>(ii) forty words per minute typing speed in English on computer.</p>
02	Security Guard	18-30	<p>(i) Ex-service man not below the rank of L/Nalk or equivalent rank from Forces;</p> <p>(ii) not retired on medical Or Disciplinary grounds;</p> <p>(iii) experience in security matters; and</p> <p>(iv) two years are not passed after retirement.</p> <p>(v) height = 5' 6"; and</p> <p>(vi) chest = 32"-34".</p>
03	Security Guard (Female)	18-30	<p>(i) Secondary School Certificate (second division) or equivalent qualification from a recognized Board; and</p> <p>(ii) height = 5' 2".</p>
04	Chowkidar	18-25	<p>(i) Literate;</p> <p>(ii) height = 5' 6"; and</p> <p>(iii) chest = 32"- 34".</p>
05	Mali	18-25	Literate
06	Sweeper	18-25	Literate
07	Cook	18-30	<p>(i) Secondary School Certificate (second division) or equivalent qualification from a recognized Board; and</p> <p>(ii) two years Post qualification relevant experience</p>
08	Naib Qasid	18-25	Secondary School Certificate (second division) or equivalent qualification from a recognized Board.
09	Carpenter	18-30	<p>(i) Secondary School Certificate (second division) or equivalent qualification from a recognized Board; and</p> <p>(ii) diploma in the relevant field from a recognized institute.</p>
10	Plumber	18-30	<p>(i) Secondary School Certificate (second division) or equivalent qualification from a recognized Board; and</p> <p>(ii) diploma in the relevant field from a recognized institute.</p>

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11	Driver (LTV)	18-30	(i) Middle or equivalent qualification from a recognized Board; (ii) valid light transport vehicle license and public service vehicle driving license; and (iii) five years post qualification driving experience
12	Bus Driver	18-30	(i) Middle or equivalent qualification from a recognized Board; (ii) valid heavy transport vehicle license and public service vehicle driving license; and (iii) five years post qualification driving experience
13	Tractor Driver	18-30	(i) Middle or equivalent qualification from recognized Board; (ii) valid commercial tractor trolley driving license; and (iii) five years post qualification driving experience
14	Auto Mechanic	18-30	(i) Secondary School Certificate (second division) or equivalent qualification from a recognized Board; and (ii) diploma in relevant field from recognized institute

## **TERMS & CONDITIONS:**

- i. Applicants are required to submit three (03) sets of applications, on prescribed proforma available on university website [www.uon.edu.pk](http://www.uon.edu.pk) along with three recent passport size photographs, attested copy of CNIC, attested copy of Domicile, attested certificates / transcripts / degrees, service in the office of Registrar via courier or by hand till Monday 05-09-2022; 04:00 PM.
- ii. The responsibility of authenticity/ genuineness of the documents / data provided / given with the application will rest absolutely on the applicant. In case any information provided by the applicant in his / her application form is found incorrect or false at any stage, he / she will be disqualified and action will be taken under the Rules.
- iii. Dismissed / terminated from the service or penalized contrary to the service(s), by any of the University / Government Department / Autonomous Body / Semi- Government / Service Tribunal or any court of Law are not eligible to apply against aforementioned posts
- iv. Age relaxation shall be admissible as per policy of the Government of the Punjab.
- v. Only shortlisted candidates meeting the eligibility criteria (mentioned in the advertisement and detailed job description) will be called for test / interview and no TA/DA will be admissible for this purpose.
- vi. Appointee at the time of joining, will produce the Police Character Verification certificate issued by the concerned District Police Officer.
- vii. Incomplete Applications or those reached after due date will not be entertained in any case and no extra time will be allowed for postal transit etc.
- viii. All these recruitments shall be made on purely temporary basis for a maximum period of Eighty Nine (89) days only. Aforementioned posts will be abolished after the completion of period and selected candidates will have no right to claim their appointment on regular basis.
- ix. The University reserves the rights not to fill / withdraw any post(s), withhold the appointment against any advertised post(s).

**Dr. Muhammad Haseeb Sarwar**

**REGISTRAR**

University of Narowal, Narowal Shakargarh Road, Narowal.

Web: [www.uon.edu.pk](http://www.uon.edu.pk), Tel off: + 92 542- 920051, E-Mail: [registrar@uon.edu.pk](mailto:registrar@uon.edu.pk)