

Applications are invited from dynamic and self-motivated individuals at University of Narowal for following positions on Regular / Contract basis:

Sr. No.	Name of the Post	BS	No. of Post	Qualification & Experience
01	Registrar (03 Years Contract) Domicile: Punjab Age Limit: 40 – 50	20	01	<p>(i) PhD in any discipline from an institute or a university recognized by the Higher Education Commission; and (ii) Eight years post qualification teaching or administrative or professional experience in a public or private institute or university recognized by the Higher Education Commission or public sector organization.</p> <p style="text-align: center;">OR</p> <p>(i) MS or M.Phil. (second division) In any discipline or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and ten years post qualification teaching or administrative or professional experience in a public or private institute or university recognized by the Higher Education Commission or Public sector organization.</p> <p style="text-align: center;">OR</p> <p>(ii) Master's degree or BS (second division) in any discipline from an institute or a university recognized by the Higher Education Commission; and twelve years post qualification teaching or administrative or professional experience in a public or private institute or university recognized by the Higher Education Commission or Public sector organization.</p>
02	Treasurer (03 Years Contract) Domicile: Punjab Age Limit: 40 – 50	20	01	<p>(i) PhD in Finance or Commerce or Accounting or Auditing or Economics from an institute or a university recognized by the Higher Education Commission; and (ii) Eight years post qualification relevant experience,</p> <p style="text-align: center;">OR</p> <p>(i) MS or M.Phil. (second division) in Finance or Commerce or Accounting or Auditing or Economics or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and (ii) ten years post qualification relevant experience.</p> <p style="text-align: center;">OR</p> <p>(i) MBA in Finance or M.Com. or ACCA or ACMA or M.Sc. In Economics (second division) or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and (ii) twelve years post qualification relevant experience</p>
03	Controller of Examinations (03 Years Contract) Domicile: Punjab Age Limit: 40 – 50	20	01	<p>(i) PhD in any discipline from an institute or a university recognized by the Higher Education Commission; and (ii) Eight years post qualification teaching or administrative or professional experience in a public or private institute or university recognized by the Higher Education Commission or Public Sector Organization.</p> <p style="text-align: center;">OR</p> <p>(i) MS or M.Phil. (second division) in any discipline or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and (ii) Ten years post qualification teaching or administrative or professional experience in a public or private institute or university recognized by the Higher Education Commission or public sector organization.</p> <p style="text-align: center;">OR</p> <p>(i) Master's degree or BS (second division) in any discipline or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and (ii) twelve years post qualification teaching or administrative or professional experience in a public or private institute or university recognized by the Higher Education Commission or public sector organization.</p>

04	Deputy Librarian (Regular) Domicile: Punjab Age Limit: 25 – 45	18	01	<p>(i) MS or M.Phil. (second division) in Library and Information Sciences or Information Science or Information Management or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and</p> <p>(ii) three years post qualification experience in a public or private institute or university recognized by the Higher Education Commission.</p> <p style="text-align: center;">OR</p> <p>(i) Master's degree (second division) in Library and Information Sciences or Information Science or Information Management or equivalent qualification from an institute or university recognized by the Higher Education Commission; and</p> <p>(ii) five years post qualification relevant experience in a public or private institute or university recognized by the Higher Education Commission.</p>
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TERMS & CONDITIONS:

- i. Applicants are required to submit three (03) sets of applications, on prescribed proforma available on university website www.uon.edu.pk along with three recent passport size photographs, attested copy of CNIC, attested copy of Domicile, attested certificates / transcripts / degrees, service / experience certificates issued by current and former employer and one page CV, in the office of Registrar via courier or by hand till Monday **15-08-2022; 04:00 PM**.
- ii. The applicants are also required to submit a demand draft / pay order of Rs. 3000/- for **BS-20** and Rs. 1000/- for **BS-18** in favor of "Treasurer, University of Narowal" payable at Bank of Punjab, University of Narowal (Branch Code 0061) along-with application (Postal Orders are not acceptable).
- iii. 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.
- iv. The University will verify the documents of the selected candidates and the verification charges will be borne by the selected candidates.
- v. 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
- vi. In case the candidate is serving University / Government Department / Autonomous Body & Semi-Government, **Departmental Permission / NOC** issued by the Competent Authority of the concerned Department, declaring that no inquiry whatsoever or investigation by any agency / department or trial by any court of law is pending against the applicants, is required to be produced along-with hard copy of application form. Advance copy of application shall be entertained, however, the candidates will have to produce Departmental permission / NOC prior to appear in the interview, and otherwise he / she will be declared disqualified for interview.
- vii. Age relaxation shall be admissible as per policy of the Government of the Punjab.
- viii. Only shortlisted candidates meeting the eligibility criteria (mentioned in the advertisement) will be called for test / interview and no TA/DA will be admissible for this purpose.
- ix. 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.
- x. The University reserves the rights not to fill / withdraw any post(s), withhold the appointment against any advertised post(s).

SULMAN AZIZ

ADDITIONAL REGISTRAR

University of Narowal, Main Shakargarh Road, Narowal.

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