

## PROJECT STAFF REQUIRED

Applications are invited from Pakistani/AJK Nationals for the following Project Posts purely on contract basis for the HEC Funded project titled “**Establishment of Institute of Sports**” at University of Narowal, Narowal:

Sr.	Name of Post	No. of Posts	Age Limit (Years)	Qualification
1	Professor (BS-21)	1	35-50	<p>(i) PhD in Sports Science or Physical Education or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and</p> <p>(ii) Fifteen years teaching or research or professional experience in a post graduate institute or a university recognized by the Higher Education Commission or national or international organization.</p> <p style="text-align: center;"><b>OR</b></p> <p>(i) Ten years post PhD teaching or research or professional experience in a post graduate institute or a university recognized by the Higher Education Commission or national or international organization; and</p> <p>(ii) Fifteen research publications in the journals recognized by the Higher Education Commission out of which five publications shall be within last five years.</p>
2	Director (Sports) (BS-20)	1	40-50	<p>(i) PhD in Sports Science or Physical Education or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and</p> <p>(ii) eight years post qualification experience in organizing various sports</p>

				<p>at national or international level.</p> <p><b>OR</b></p> <p>(i) MS. M.Phil. (second division) in Sports Sciences or Physical Education or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and</p> <p>(ii) Ten years post qualification experience in organizing various sports at national or international level.</p> <p><b>OR</b></p> <p>(i) Master's degree (second division) in Sports Sciences or Physical Education or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and</p> <p>(ii) Twelve years post qualification experience in organizing various sports at national or international level.</p>
3	Deputy Director (Sports) (BS-18)	1	25-45	<p>(i) BS (second division) in Physical Education or Sports Sciences or equivalent qualification from an institute or university recognized by Higher Education Commission; and</p> <p>(ii) Five years post qualification experience in organizing sports at national or international level.</p>
4	System Administrator (BS-18)	1	25-45	<p>(i) MS or M.Phil. (second division) in Computer Science or Information Technology or Telecommunication System or equivalent qualification from an institute or university recognized by Higher Education Commission; and</p> <p>(ii) Three years post qualification relevant experience.</p> <p><b>OR</b></p>

				<p>(i) BS (second division) in Computer Science or Information Technology or Telecommunication System or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and</p> <p>(ii) Five years post qualification relevant experience.</p>
5	Assistant Director Sports (BS-17)	1	21-35	BS (second division) in Physical Education or Sports Sciences or equivalent qualification from an institute or a university recognized by the Higher Education Commission.
6	Assistant Treasurer (BS-17)	1	21-35	MBA or M.Com. or ACMA or ACCA or M.Sc. (second division) in Economics or equivalent qualification from an institute or a university recognized by the Higher Education Commission.
7	Medical Officer (BS-17)	1	21-35	<p>(i) MBBS (first division) from an institute or a university recognized by the Higher Education Commission;</p> <p>(ii) Registered with the Pakistan Medical Commission; and</p> <p>(iii) One year house job experience</p>
8	Security Officer (BS-17)	1	21-35	<p>(i) Bachelor's degree (second division) or equivalent qualification from an institute or a university recognized by the Higher Education Commission.</p> <p style="text-align: center;"><b>OR</b></p> <p>(i) Retired commissioned officer from the forces;</p> <p>(ii) Not retired on medical or disciplinary grounds; and</p> <p>(iii) Two years after retirement are not passed.</p>
9	Library Assistant (BS-14)	1	18-30	(i) Bachelor's degree (second division) with Library Science or equivalent qualification from an institute or a university recognized by the Higher

				Education Commission; and (ii) Three years post qualification relevant experience. <b>OR</b> (i) Higher Secondary School Certificate (second division) from a recognized Board; (ii) Certificate in Library Science; (iii) Five years post qualification relevant experience; and (iv) Knowledge of computer.
10	Junior Clerk (BS-11)	5	18-30	(i) Higher Secondary School Certificate (second division) from a recognized Board; (ii) Twenty-five words per minute typing speed on computer in English; and (iii) Proficient in M.S. Office or any other compatible office application.
11	Security Guard (BS-05)	4	18-30	(i) Ex-service man not below the rank of L/Naik or equivalent rank from Forces; (ii) Not retired on medical or disciplinary grounds; (iii) Experience in security matters; and (iv) Two years are not passed after retirement. (v) Height = 5' 6"; and (vi) Chest = 32" – 34".
12	Ground man (BS-02)	10	18-30	(i) Secondary School Certificate (second division) or equivalent qualification from a recognized Board; and (ii) Five years post qualification relevant experience.
13	Sweeper (BS-01)	10	18-25	Literate.
14	Naib Qasid (BS-01)	10	18-25	Secondary School Certificate (second division) or equivalent qualification from a recognized Board.
15	Mali (BS-01)	5	18-25	Literate.

**General Information: -**

- 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 / experience certificates issued

- by current and former employer and one page CV, in the office of Registrar via courier or by hand till **04-07-2024**.
- ii. The applicants are also required to submit a demand draft / pay order / Bank Challan of following amount 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):
- Rs. 3000/- for Professor (BS-21) and Director Sports (BS-20),
  - Rs. 1000/- for Deputy Director (Sports) (BS-18), System Administrator (BS-18), Assistant Director (Sports) (BS-17), Assistant Treasurer (BS-17), Medical Officer (BS-17) and Security Officer (BS-17).
  - Rs. 500/- for Library Assistant (BS-14), Junior Clerk (BS-11) and Security Guard (BS-05).
  - Rs. 300/- for Ground man (BS-02), Sweeper (BS-01), Naib Qasid (BS-01) and Mali (BS-01)
- 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.
- viii. 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.
- 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. All these recruitments shall be made on purely contract & project basis and governed under the provision available in the Project. Aforementioned posts will be abolished after the completion of project and selected candidates will have no right to claim their appointment on regular basis.
- xi. The University reserves the rights not to fill / withdraw any post(s), withhold the appointment against any advertised post(s).

**REGISTRAR OFFICE**  
**UNIVERSITY OF NAROWAL**  
**NAROWAL SHAKARGARH ROAD, NAROWAL**  
Contact No: 0542-920051 Website: [www.uon.edu.pk](http://www.uon.edu.pk)