

The Islamia University of Bahawalpur

University website: www.iub.edu.pk

SITUATIONS VACANT

Applications are invited from Pakistani Nationals, for the following non-teaching vacant post(s), on Regular / Contract Basis.

Name of Post	Criteria for Appointment	No. of Posts
Director Career Counseling (BPS-20) (BWP Campus)	PhD Degree in the relevant field from an HEC recognized university / institution. At least 12 years relevant professional experience in a University, Government Department, Public Sector or well reputed Corporate / Private Sector organization. OR Master's Degree in the relevant field awarded after 18 years of education or equivalent qualification from an HEC recognized university / institution. At least 15 years relevant professional experience in a University, Government Department, Public Sector or well reputed Corporate / Private Sector organization. OR Bachelor's degree (2nd Division / C Grade) in the relevant field awarded after 16 year of education or equivalent qualification from an HEC recognized university / institution. At least 17 years relevant professional experience in a University, Government Department or Public Sector or well reputed Corporate / Private Sector organization.	01
Director Media & Public Relations (BPS-20) (BWP Campus)	PhD Degree in Journalism / Mass Communication, Media Studies / Business Administration / Public Administration from an HEC recognized university / institution. At least 12 years relevant professional experience in a University, Government Department, Public Sector or well reputed Corporate / Private Sector organization. OR Master's Degree in Journalism / Mass Communication, Media Studies / Business Administration / Public Administration awarded after 18 years of education or equivalent qualification from an HEC recognized university / institution. At least 15 years relevant professional experience in a University, Government Department, Public Sector or well reputed Corporate / Private Sector organization. OR Bachelor's degree (2nd Division / C Grade) in Journalism / Mass Communication, Media Studies / Business Administration / Public Administration awarded after 16 year of education or equivalent qualification from an HEC recognized university / institution. At least 17 years relevant professional experience in a University, Government Department or Public Sector or well reputed Corporate / Private Sector organization.	01
Treasurer (BPS-20)	(i) Ph.D in Finance or Commerce or Accounting or Auditing or Economics from a University or Degree Awarding institute duly recognized by HEC; and (ii) Eight years post qualification experience of BPS-17 & above or equivalent in relevant field. OR (i) MS or M.Phil in Finance or Commerce or Accounting or Auditing or Economics equivalent 18 years education in the field of Accounts & Audit from a University or Degree Awarding Institute duly recognized by HEC; and (ii) Ten years post qualification experience of BPS-17 & above or equivalent experience in relevant field. OR (i) MBA (Finance) or M.Com or ACCA or ACMA or M.Sc (Economics) or equivalent 16 years education at least in 2 nd division from a University or Degree Awarding Institute duly recognized by HEC; and (ii) 12 years post qualification experience of BPS-17 & above or equivalent experience in relevant field. (Age limit: 35 to 50 years)	01
Additional Director (QEC) (BPS-19) (BWP Campus)	PhD Degree from an HEC recognized university / institution. At least 07 years relevant professional experience in a University, Government Department, Public Sector or well reputed Corporate / Private Sector organization. OR Master's Degree awarded after 18 years of education or equivalent qualification from an HEC recognized university / institution. At least 10 years relevant professional experience in a University, Government Department, Public Sector or well reputed Corporate / Private Sector organization.	01
Additional Director Farms Management (BPS-19) (BWP Campus)	PhD Degree in Botany/Agriculture Sciences from an HEC recognized university / institution. At least 07 years relevant professional experience in a University, Government Department, Public Sector or well reputed Corporate / Private Sector organization. OR Master's Degree in Botany/Agriculture Sciences awarded after 18 years of education or equivalent qualification from an HEC recognized university / institution. At least 10 years relevant professional experience in a University, Government Department, Public Sector or well reputed Corporate / Private Sector organization. OR Bachelor's degree (2nd Division / C Grade) in Botany/Agriculture Sciences awarded after 16 year of education or equivalent qualification from an HEC recognized university / institution. At least 12 years relevant professional experience in a University, Government Department or Public Sector or well reputed Corporate / Private Sector organization.	01
Executive Engineer (Electrical / Solar) (BPS-18) (BWP Campus)	Master's degree awarded after 18 years of education in Civil/Electrical/Mechanical Engineering or equivalent qualification from an HEC recognized university / institution with PEC registration. At least 05 years relevant professional experience in a University, Government Department, Public Sector or well reputed Corporate / Private Sector organization. OR Bachelor's Degree (2nd Division / C Grade) in Civil/Electrical/Mechanical Engineering or equivalent qualification from an HEC recognized university / institution with PEC registration. At least 07 years relevant professional experience in a University, Government Department, Public Sector or well reputed Corporate / Private Sector organization Preference: Having knowledge / experience of Solar Field in any Govt. institute, International Solar Energy Research Publication and experience in Modeling, Designing, and Installation of Solar plants of at least 2-3 MW System, PVSyst, SKELION sketch up.	01
Deputy Controller of Examinations (BPS-18) (BWP Campus)	Master's Degree awarded after 18 years of education or equivalent qualification from an HEC recognized university / institution. At least 05 years relevant professional experience in a University, Government Department, Public Sector or well reputed Corporate / Private Sector organization. OR Bachelor's degree (2nd Division / C Grade) awarded after 16 year of education or equivalent qualification from an HEC recognized university / institution. At least 07 years relevant professional experience in a University, Government Department or Public Sector or well reputed Corporate / Private Sector organization.	03
Deputy Director IT (BPS-18) (BWP Campus)	Master's Degree (2nd Division / C Grade) awarded after 18 years of education in IT / MIS / E-Commerce / Software Engineering / Computer Engineering / Electrical Engineering or equivalent qualification from an HEC recognized university / institution. At least 03 years relevant professional experience in a University, Government Department or well reputed Corporate / Private Sector organization. OR Bachelor's Degree (2nd Division / C Grade) awarded after 16 years of education in IT / MIS / E-Commerce / Software Engineering / Computer Engineering / Electrical Engineering or equivalent qualification from an HEC recognized university / institution. At least 05 years relevant professional experience in a University, government Department or well reputed Corporate / Private Sector organization.	02
Senior Network Administrator (BPS-18) (BWP Campus)	Master's Degree (2nd Division / C Grade) awarded after 18 years of education in IT / MIS / E-Commerce / Software Engineering / Computer Engineering / Electrical Engineering or equivalent qualification from an HEC recognized university / institution. At least 03 years relevant professional experience in a University, Government Department or well reputed Corporate / Private Sector organization. OR Bachelor's Degree (2nd Division / C Grade) awarded after 16 years of education in IT / MIS / E-Commerce / Software Engineering / Computer Engineering / Electrical Engineering or equivalent qualification from an HEC recognized university / institution. At least 05 years relevant professional experience in a University, government Department or well reputed Corporate / Private Sector organization.	02
Deputy Director Sports (BPS-18) (BWP Campus)	Master's Degree in Physical Education awarded after 18 years of education or equivalent qualification from an HEC recognized university / institution. At least 05 years relevant professional experience in a University, Government Department, Public Sector or well reputed Corporate / Private Sector organization. OR Bachelor's degree (2nd Division / C Grade) in Physical Education awarded after 16 year of education or equivalent qualification from an HEC recognized university / institution. At least 07 years relevant professional experience in a University, Government Department or Public Sector or well reputed Corporate / Private Sector organization.	01
Senior Procurement Officer (BPS-18) (BWP Campus)	Master's Degree awarded after 18 years of education or equivalent qualification from an HEC recognized university / institution. At least 05 years relevant professional experience in a University, Government Department, Public Sector or well reputed Corporate / Private Sector organization. OR Bachelor's degree (2nd Division / C Grade) awarded after 16 year of education or equivalent qualification from an HEC recognized university / institution. At least 07 years relevant professional experience in a University, Government Department or Public Sector or well reputed Corporate / Private Sector organization. Preference: Experienced in contract management, auditing procedures, procurement regulations and supply chain management. Strong interpersonal / communication skills and IT proficiency are must.	01
Deputy Director (QEC) (BPS-18) (BWP Campus)	Master's Degree awarded after 18 years of education or equivalent qualification from an HEC recognized university / institution. At least 05 years relevant professional experience in a University, Government Department, Public Sector or well reputed Corporate / Private Sector organization. OR Bachelor's degree (2nd Division / C Grade) awarded after 16 year of education or equivalent qualification from an HEC recognized university / institution. At least 07 years relevant professional experience in a University, Government Department or Public Sector or well reputed Corporate / Private Sector organization.	01

Name of Post	Criteria for Appointment	No. of Posts
Assistant Director (QEC) (BPS-17) (BWP Campus)	Master's Degree awarded after 18 years of education or equivalent qualification from an HEC recognized university / institution. OR Bachelor's degree (2nd Division / C Grade) awarded after 16 year of education or equivalent qualification from an HEC recognized university / institution. At least 02 years relevant professional experience in a University, Government Department or Public Sector or well reputed Corporate / Private Sector organization.	01
Assistant Controller of Examinations (BPS-17) (BWP Campus)	Master's Degree awarded after 18 years of education or equivalent qualification from an HEC recognized university / institution. OR Bachelor's degree (2nd Division / C Grade) awarded after 16 year of education or equivalent qualification from an HEC recognized university / institution. At least 02 years relevant professional experience in a University, Government Department or Public Sector or well reputed Corporate / Private Sector organization.	07
Assistant Treasurer (BPS-17) (BWP & RYK Campuses)	Master's degree in Business Administration / Accounts / Commerce / Economics awarded after 18 years of education or equivalent qualification from an HEC recognized university / institution OR ACMA / ACCA / CA-Inter (with completed article-ship). OR Bachelor's degree in Business Administration / Accounts / Commerce / Economics (2nd Division / C Grade) awarded after 16 year of education or equivalent qualification from an HEC recognized university / institution. At least 2 years relevant professional experience in a University, Government Department or Public Sector or well reputed Corporate / Private Sector organization.	05 BWP 01 RYK
Veterinarian (BPS-17) (BWP Campus)	DVM Degree (1st Division / B Grade) awarded after 16 years of education from an HEC recognized university / institution. At least 02 years professional experience in relevant field in a University, Government Department, Public Sector or well reputed Corporate / Private Sector organization.	01
Procurement Officer (BPS-17) (BWP Campus)	Master's Degree awarded after 18 years of education or equivalent qualification from an HEC recognized university / institution. OR Bachelor's degree (2nd Division / C Grade) awarded after 16 year of education or equivalent qualification from an HEC recognized university / institution. At least 02 years relevant professional experience in a University, Government Department or Public Sector or well reputed Corporate / Private Sector organization. Preference: Experienced in contract management, auditing procedures, procurement regulations and supply chain management. Strong interpersonal / communication skills and IT proficiency are must.	01
Assistant Manager Store (BPS-17) (BWP Campus)	Master's Degree awarded after 18 years of education or equivalent qualification from an HEC recognized university / institution. OR Bachelor's degree (2nd Division / C Grade) awarded after 16 year of education or equivalent qualification from an HEC recognized university / institution. At least 02 years relevant professional experience in a University, Government Department or Public Sector or well reputed Corporate / Private Sector organization. Preference: Experienced in store management / purchase procedures. Awareness of PPRA and other Government Rules is required. IT proficiency is also a must.	01
Assistant Director Sports (BPS-17) (BWP Campus)	Master's Degree in Physical Education awarded after 18 years of education or equivalent qualification from an HEC recognized university / institution. OR Bachelor's degree (2nd Division / C Grade) in Physical Education awarded after 16 year of education or equivalent qualification from an HEC recognized university / institution. At least 02 years relevant professional experience in a University, Government Department or Public Sector or well reputed Corporate / Private Sector organization.	02
Assistant Librarian (BPS-17) (BWP Campus)	Master's degree in Library & Information Science awarded after 18 years of education or equivalent with specialization in Library Automation from an HEC recognized university / institution. OR Bachelor's degree (2nd division / C Grade) in Library and Information Science awarded after 16 years of education or equivalent from an HEC recognized university / institution. At least 03 years relevant professional experience University, Government Department, Public Sector or well reputed Corporate / Private Sector organization.	02
Laboratory Engineer (Civil) (BPS-17) (BWP Campus)	Master's degree in the relevant field awarded after 18 years of education or equivalent from an HEC recognized university / institute with no 3rd division in the academic career. Must have registration with PEC.	02
Administrative Officer (BPS-17) (BWP Campus)	Bachelor's degree (2nd Division / C Grade) awarded after 16 years of education or equivalent qualification from an HEC recognized university / institution. At least 02 years relevant professional experience in a University, Government Department or Public Sector or well reputed Corporate / Private Sector organization. OR Bachelor's degree (2nd Division / C Grade) awarded after 14 years of education or equivalent qualification from an HEC recognized university / institution. At least 05 years relevant professional experience in a University, Government Department or Public Sector or well reputed Corporate / Private Sector organization.	10
Personal Assistant (BPS-17) (BWP Campus)	Bachelor's degree (2nd Division / C Grade) awarded after 16 years of education or equivalent qualification from an HEC recognized university / institution with 40 words per minutes speed in typing. At least 03 years relevant professional experience in a University, Government Department or Public Sector or well reputed Corporate / Private Sector organization. OR Bachelor's Degree (2nd Division / C Grade) awarded after 14 years of education or equivalent qualification from an HEC recognized institution / university with 40 words per minutes speed in typing. At least 05 years relevant professional experience in a University, Government Department or Public Sector or well reputed Corporate / Private Sector organization. OR Intermediate or equivalent (2nd Class / C Grade) from a recognized institution or equivalent qualification from an HEC recognized institution / university with 40 words per minutes speed in typing. At least 10 years relevant professional experience in a University, Government Department or Public Sector or well reputed Corporate / Private Sector organization.	02
Assistant Engineer (BPS-17) (BWP Campus)	Master's degree of Engineering in the relevant field awarded after 18 years of education or equivalent qualification from an HEC recognized university / institution with PEC registration. OR Bachelor's Degree (2nd Division / C Grade) of Engineering in the relevant field awarded after 16 years of education or equivalent qualification from an HEC recognized university / institution with PEC registration. At least 02 years relevant professional experience in a University, Government Department, Public Sector or well reputed Corporate / Private Sector organization Preference: Having knowledge / experience of Designing and Installation of Solar PV Systems of at least 2 MW, Repair of Solar Cells / Batteries and Inverters and HELIOSCOPE, AutoCAD, HOMER, RETScreen, PVSyst, SKELION sketch up and Proteus.	02
Physiotherapist (BPS-17) (BWP Campus)	i) DPT (Doctor of Physiotherapy) from HEC recognized institute. OR ii) B.Sc Physiotherapy with 1-DPT (Transitional Doctor of Physiotherapy) from HEC recognized institute.	02
Data Analyst (BPS-17) (BWP Campus)	Master's Degree awarded after 18 years of education in Computer Science/IT or equivalent qualification from an HEC recognized university / institution. OR Bachelor's degree (2nd Division / C Grade) awarded after 16 year of education in Computer Science/IT or equivalent qualification from an HEC recognized university / institution. At least 02 years relevant professional experience in a University, Government Department or Public Sector or well reputed Corporate / Private Sector organization. Knowledge of MS Office Statistical Software / Data applications is mandatory.	01
Senior Producer (News) (BPS 17) (BWP Campus)	Master's / Bachelor's Degree in Mass Media (2 nd Division / C Grade) awarded after 16 years of education or equivalent qualification from an HEC recognized University / institution with 5 years professional experience from well reputed National level Radio, TV in Production/content writing in a University, Government Department, Public Sector or well reputed Corporate / Private Sector organization. Preference: Package Producer who is working in a reputable TV Channel.	01
Translator (English) (BPS-17) (BWP Campus)	M.Phil in English, from an HEC recognized University / Institution having Proficiency and fluency in writing and translating the content into English and Urdu. Preference will be given to person having relevant experience in Media Organization.	01
Producer (NEWS) (BPS-16) (BWP Campus)	Master's / Bachelor's Degree in Mass Media (1 st Division / B Grade) awarded after 16 years of education or equivalent qualification from an HEC recognized University / Institution.	01
Lab. Administrator (BPS-16) (BWP Campus)	Bachelor's degree in Computer Science / IT / MIS / E-Commerce / Software Engineering / Computer Engineering awarded after 16 years of education or equivalent from an HEC recognized university/ institution. Must be fluent in written and spoken English.	01
IT Assistant (BPS-16) (BWP Campus)	Bachelor's degree in Computer Science / IT / MIS / E-Commerce / Software Engineering / Computer Engineering awarded after 16 years of education or equivalent from an HEC recognized university / institution. Must be fluent in written and spoken English. Preference: Possessing certificate or skills in Digital Content Creation for University Courses.	10
Cartographer (BPS-16) (BWP Campus)	Bachelor's degree in geography (2nd Division / C Grade) awarded after 16 year of education or equivalent from an HEC recognized university / institution. OR Bachelor's degree (2nd Division / C Grade) awarded after 14 year of education with geography subject or equivalent from an HEC recognized university / institution. At least 5 years relevant professional experience in a University, Government Department or Public Sector or well reputed Corporate / Private Sector organization. Preference: Having knowledge of cartographic practices and standards as well as Software handling of AutoCAD, Photoshop, Corel Draw and Free Hand Software.	01

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Assistant Procurement Officer (BPS-16) (BWP, BWN & RYK Campuses)	Bachelor's Degree (2nd Division / C Grade) awarded after 14 years of education or equivalent qualification from an HEC recognized university / institution. At least 03 years qualification experience of purchase/procurement department in a University or Education Department, Public Sector or well reputed Corporate / Private Sector organization. Knowledge of applicable standards and material specifications is a must. Awareness of PPRA and other Government Rules is required. IT proficiency is a must.	02 BWP 01 BWN 01 RYK		Veterinary Assistant (Livestock Farms) (BPS-09) (BWP Campus)	Matriculation (2nd Division) in Science from a recognized Board with diploma in relevant field. At least 05 years relevant professional experience in a University, Government Department, Public Sector or well reputed Corporate / Private Sector organization.	01
Accounts Officer (BPS-16) (BWP & RYK Campuses)	(i) Bachelor's degree in Business Administration / Commerce / Accounting / Finance / Economics (2nd Class / C Grade) awarded after 16 years of education or equivalent qualification from an HEC recognized university / institution. OR (ii) Bachelor's degree in Business Administration / Commerce / Accounting / Finance / Economics (2nd Class / C Grade) awarded after 14 years of education or equivalent qualification from an HEC recognized university / institution. At least 5 years relevant professional experience relevant in a University, Government Department, Public Sector or well reputed Corporate / Private Sector organization.	09 BWP 02 RYK		Moazzan-cum-Khadim (BP-09) (BWP Campus)	Hafiz-e-Quran having Sanad of Wafaq / Tanzeem, Qualified Qari, Basic Knowledge of Islamic Ibadat and Khush Illhan.	03
Coach (Male) (BPS-16) (Multi-talented coach for Wrestling, Judo, Kabaddi, Tug of War) and Multi-talented coach for Martial Arts "Taekwondo, Karate, Wushu, Ju Jitsu" (BWP Campus)	Bachelor's degree (2nd Class / C Grade) awarded after 14 years of education from a recognized university with National Championship Certification / provincial level certification. At least 03 years of coaching experience in relevant field at college / university level. OR Intermediate (2nd Class / C Grade) from a recognized board with provincial level certification. At least 5 years experience of coaching. OR Matriculate (2nd Class / C Grade) with International Player / National Championship Certification. At least 10 years experience in coaching.	02		Security Supervisor-I (Male)(BPS-09) (BWP Campus)	Matriculation (2nd Class / C grade) or equivalent from a recognized Institution. At least 10 years experience in relevant field. Preference will be given to those retired from the Pakistan Armed Forces.	01
Game Supervisor (Male) (BPS-16) (Volleyball, Athletics, Hockey & Baseball) (BWP Campus)	Bachelor's degree (2nd Class / C Grade) awarded after 14 years of education from a recognized university and selected player of the Board, University or Divisional Sports Association affiliated with a National Federation. OR Intermediate (2nd Class / C Grade) with junior diploma in Physical Education & selected player of the Board, University or Divisional Sports Association affiliated with a National Federation. OR Matriculate (2nd Class / C Grade) who has been a member of National team or participated in a National Championship.	04		A.C Mechanic (BPS-07) (BWP Campus)	Matriculation with One Year Diploma in the relevant field from an institution recognized by relevant Government Body. At 03 years relevant professional experience in a University, Government Department, Public Sector or well reputed Corporate / Private Sector organization.	01
Cataloguer (BPS-16) (BWP Campus)	Bachelor's Degree (2nd Division / C Grade) awarded after 16 years of education in Library Science or equivalent qualification from an HEC recognized university / institution. OR Bachelor's Degree (2nd Division / C Grade) awarded after 14 years of Education or equivalent qualification with DLIS. At least 03 year relevant professional experience in a University / Government Department or well reputed Corporate / Private Sector Library.	01		Line Man (BPS-07) (BWP Campus)	DAE (Electrical) OR Matriculate (2nd Class / C grade) and at least 3 years relevant professional experience in a University, Government Department, Public Sector or well reputed Corporate / Private Sector	02
Junior Imam cum Khateeb (BPS-16) (BWP & RYK Campuses)	i) Sanad Shadat-ul-Aalimia-fil-Uloom-ul-Arabia Wal Islamia (jayad) or equivalent from Wafaq-ul-Madaris / Tanzeem-ul-Madaris. OR MA Islamiat or Arabic from any HEC recognized university. OR Sanad Dars-e-Nizami from an institution affiliated with Wafaq / Tanzeem with Fazal-e-Arabi and Sanad Tajveed, Qira't from an Institution affiliated with Wafaq / Tanzeem. ii) 3 years relevant experience in a reputed organization. Preference: (i) Hafiz-e-Quran (ii) Married.	03 BWP 01 RYK		Ground Marker (BPS-07) (BWP & RYK Campuses)	Matriculation (2nd Class / C Grade) with 3 years relevant professional experience.	01 BWP 01 RYK
Assistant Warden (BPS-16) (Female) (BWP Campus)	Bachelor's Degree (2nd Division / C Grade) awarded after 16 years of education from an HEC recognized university / institution. At least 01 years experience in relevant field in a University, Government Department, Public Sector or well reputed Corporate / Private Sector organization. OR Bachelor's Degree (2nd Division / C Grade) awarded after 14 years of education from an HEC recognized university / institution. At least 05 years experience in relevant field in a University, Government Department, Public Sector or well reputed Corporate / Private Sector organization.	06		Electrician (BPS-07) (BWP, BWN & RYK Campuses)	DAE (Electrical) with 1 year relevant professional experience in a University, Government Department, Public Sector or well reputed Corporate / Private Sector organization. OR Matriculate (2nd Class / C Grade) or an equivalent qualification at least 3 years relevant professional experience in a University, Government Department, Public Sector or well reputed Corporate / Private Sector organization. Preference: Having knowledge / experience of Solar field.	04 BWP 01 BWN 01 RYK
Sub Engineer-I (Electrical / Electronics) (BPS-15) (BWP Campus)	B.Tech in the relevant technology from recognized university / institution. At least 4 years relevant professional experience in a University, Government Department, Public Sector or well reputed Corporate / Private Sector organization. OR DAE in the relevant technology from recognized Institution. At least 2nd division. At least 6 years relevant professional experience in a University, Government Department, Public Sector or well reputed Corporate / Private Sector organization. Preference: Having knowledge / experience in Solar field, Repair of Solar Cells / Batteries and Inverters and also have expertise in HELIOSCOPE and AutoCAD.	02		Gardener / Mali-I (BPS-05) (BWP & RYK Campuses)	Literate having 05 years relevant experience in a reputed organization.	02 BWP 01 RYK
Photographer (BPS-14) (BWP Campus)	Intermediate (2nd Class / C Grade) and 3 years relevant professional experience in still video photography including digital video cameras. IT proficiency is a must.	01		Ward Boy (BPS-05) (BWP Campus)	Matriculation (2nd Division / C Grade). At least 03 years relevant professional experience in a University, Government Department, Public Sector or well reputed Private Hospital.	02
Supervisor Estate Care (BPS-14) (RYK Campus)	Bachelor's Degree (2nd Division / C Grade) awarded after 14 years of education from an HEC recognized university / institution. At least 05 years relevant professional experience in a University, Government Department, Public Sector or well reputed Corporate / Private Sector organization.	01		Office Attendant-I (BPS-03) (BWP Campus)	Middle Pass having 01 year relevant experience in a reputed organization. Preference will be given to those having matriculation.	20
Transport Supervisor (BPS-14) (RYK Campus)	Diploma of Associate Engineering (DAE) in Automobile / Mechanical Engineering from a Government Polytechnic Institute, College of Technology or other similar institution recognized by B.T.E. At least 05 years supervisory experience of a large transport fleet in a University, Government Department, Public Sector or well reputed Corporate / Private Sector organization. OR Ex-JCO of MT trade with sound health and strong administrative and leadership skills.	01		Security Guard-I (Male / Female) (BPS-03) (BWP, BWN & RYK Campuses)	Matriculate with 5 years experience in the relevant field. Preference will be given to those retired from the Armed Forces or having certified training course from any recognized institution like TEVTA.	Female = 10 Male = 35 BWP Female = 02 BWN Female = 03 Male = 07 RYK
Senior Accounts Assistant-I (BPS-14) (RYK Campus)	(i) Bachelor's degree in Business Administration / Commerce / Accounting / Finance / Economics (2nd Class / C Grade) awarded after 16 years of education or equivalent qualification from an HEC recognized university / institution. OR (ii) Bachelor's degree in Business Administration / Commerce / Accounting / Finance / Economics (2nd Class / C Grade) awarded after 14 years of education or equivalent qualification from an HEC recognized university / institution. At least 3 years relevant professional experience relevant in a University, Government Department, Public Sector or well reputed Corporate / Private Sector organization. OR (iii) I.Com / D.Com (2nd Class / C Grade) or equivalent qualification from recognized institution and at least 5 years relevant professional experience in a University, Government Department, Public Sector or well reputed Corporate / Private Sector organization.	01		Baildar-I (BPS-01) (BWP & RYK Campuses)	Literate having 01 year experience in relevant field.	17 BWP 06 RYK
Store Keeper-I (BPS-12) (RYK Campus)	Bachelor's degree (2nd Class / C Grade) awarded after 14 years of education or equivalent qualification from an HEC recognized university / institution. Preference will be given to those having relevant professional experience of store management / purchase procedures in a University, Government Department, Public Sector or well reputed Corporate / Private Sector organization. IT proficiency is a must. OR Intermediate (2nd Class / C Grade) or equivalent qualification from recognized institution and at least 2 years relevant professional experience of store management / purchase procedures in a University, Government Department, Public Sector or well reputed Corporate / Private Sector organization. IT proficiency is a must.	01		Janitor-I (BPS-01) (BWP & RYK Campuses)	Literate having 01 year experience in relevant field.	04 BWP Female = 01 Male = 02 RYK
Field Assistant (Livestock Farms) (BPS-12) (BWP Campus)	Matriculation with 03 years Diploma in Agriculture Sciences (DAS) from recognized institute. At least having 06 years relevant professional experience in a University, Government Department, Public Sector or well reputed Corporate / Private Sector organization.	01		Helper Electrician (BPS-01) (BWP, BWN & RYK Campuses)	Literate with sufficient skills in the relevant field will be preferred.	04 BWP 01 BWN 01 RYK
Accounts Assistant-I (BPS-11) (BWP & RYK Campuses)	Bachelor's degree in Business Administration / Commerce / Accounting / Finance / Economics (2nd Class / C Grade) awarded after 14 years of education or equivalent qualification from an HEC recognized university / institution. Preference will be given to those having relevant professional experience. OR I.Com / D.Com (2nd Class / C Grade) or equivalent qualification from recognized institution. At least 2 years relevant professional experience in a University, Government Department, Public Sector or well reputed Corporate / Private Sector organization.	10 BWP 02 RYK		Janitor-I / Sewer Man (BPS-01) (BWP Campus)	Literate having 01 year experience in relevant field. Preference shall be given to candidates possessing skills as Sewer Man.	03 BWP
Junior Clerk (BPS-11) (BWP & RYK Campuses)	i. Higher Secondary School Certificate (Second Division) from a recognized Board and; ii. A minimum speed of 25 words per minute of typing on computer in English and; iii. Proficient in Microsoft Office or any other compatible office application and he/she shall demonstrate such proficiency	40 BWP 05 RYK				
Laboratory Technician (Civil) (BPS-11) (BWP Campus)	DAE in relevant field with 03 years professional experience.	04				
Junior Technician (BPS-09) (Pathology, ECG, Pharmacy, Tibb for BWP Campus) & (Junior Technician Medical For RYK Campus)	Matriculation (2nd Division / C Grade) with Diploma in relevant field from Punjab Medical Faculty or PVTC (Clinical Assistant). At least 03 years relevant professional experience in a University, Government Department, Public Sector or well reputed Private Hospital.	05 BWP 01 RYK				

1. How to apply:

- All candidates may apply online through IUB website eportal.iub.edu.pk till **19.09.2022**, i.e. last date for submission of online applications, followed by submission of hard copy of duly signed online application form (01 complete set) along with attested copies of recent Passport Size Photograph / CNIC / Domicile / Educational Testimonials (Matric onwards) / Experience Certificate(s) and one copy of the processing fee challan (non-refundable) generated by Online Job Portal for BPS-20 & BPS-19 worth Rs. 4000/- for BPS-18 worth Rs. 3000/-; for BPS-17 worth Rs. 1500/-, for BPS 16 worth Rs. 1000/-, for BPS-05 to BPS-15 worth Rs. 500/- and for BPS-01 to BPS-03 worth Rs. 200 for the above mentioned posts, via Registered Mail through Pakistan Post / Courier Service, to the following address:

**Office of the Assistant Registrar (HRE-I), Room No. 103, First Floor,
Abbasia Campus, The Islamia University of Bahawalpur**

- One hard copy of the online application form alongwith all requisite documents as mentioned at Sr. No. 1(i) above, should reach latest by **23.09.2022** i.e. three days after the closing date of applying online.
 - Candidates should fill in online form carefully for which detailed guidelines and instructions have been given on the Islamia University of Bahawalpur website eportal.iub.edu.pk. Editing options, to correct any data, will be available to the candidates till the last date of submission of online applications. Applications other than ONLINE will not be accepted.
 - The candidate are advised to provide only their Personal Mobile Number (Not Portable Cell Number) at the time of submission of online applications, so that the SMS delivery can be ensured.
- The experience as part time, honorary / self-employed and voluntary / apprentice / internee will not be considered / counted as relevant experience.
 - Candidates already in-service should apply through proper channel, by due date and submit service certificates and NOC issued by their present and former employers; otherwise their applications will not be entertained.
 - Candidates applying for more than one post/type of appointment shall submit separate application form(s) along with separate application processing fee for each position/type of appointment.
 - Candidates must submit transcript/detail marks sheet (both front and back side) of all degree(s) (where applicable).
 - The foreign qualified candidates should attach Equivalence Certificate from the Higher Education Commission of Pakistan (HEC).
 - Candidates should clearly mention the name of applied position on the top right corner of envelope.
 - By hand / incomplete / without online application / late submission of applications will not be entertained.
 - Age limit (in case of Regular appointment only) shall be 21 to 50 years for BPS-16 & above and 18 to 25 years for BPS-01 to BPS-15. The relaxation in upper age limit will be allowed as per rules and discretion of the Competent Authority.
 - All Quotas will be observed as per rules.
 - The University reserves the rights;
 - Not to fill, withdraw the advertised post, withhold the appointment against the post, without assigning any reason thereof or consider a person for appointment in a lower cadre against the post advertised.
 - To shortlist the candidates on the basis of academic qualifications and experience. Only short-listed candidates will be called for test / interview. No TA/DA shall be admissible for test / interview.
 - To increase or decrease the number of vacancies as per requirement / availability of funds.



Registrar,
The Islamia University of Bahawalpur
Abbasia Campus, Bahawalpur.
Phone: 062-9250235

The Islamia University of Bahawalpur

University online: www.iub.edu.pk

Addendum Situation Vacant IPB-773

This addendum is being issued with reference to advertisement IPB-773, "Situation Vacant" published in Dailies i) Dawn, Lahore ii) Dunya, Multan and other local newspapers on 04 September 2022.

Sr. No.	Name of Post	Criteria for appointment	No. of Posts
1.	Director (IUB Printing Press) (BPS-20) (BWP Campus)	PhD Degree in the relevant field from an HEC recognized university / institution. At least 12 years relevant professional experience in a University, Government Department, Public Sector or well reputed Corporate / Private Sector organization. OR Master's Degree in the relevant field awarded after 18 years of education or equivalent qualification from an HEC recognized university / institution. At least 15 years relevant professional experience in a University, Government Department, Public Sector or well reputed Corporate / Private Sector organization. OR Bachelor's degree (2nd Division / C Grade) in the relevant field awarded after 16 year of education or equivalent qualification from an HEC recognized university / institution. At least 17 years relevant professional experience in a University, Government Department or Public Sector or well reputed Corporate / Private Sector organization. Preference shall be given to those having qualification in the field of Management Sciences/Mechanical Engineering/Printing & Graphic Arts.	01
2.	Librarian (BPS-19) (BWP Campus)	PhD in Library & Information Science or equivalent with specialization in Library Automation from an HEC recognized university / institution. At least 07 years relevant professional experience University, Government Department, Public Sector or well reputed Corporate / Private Sector organization. OR Master's degree in Library & Information Science awarded after 18 years of education or equivalent with specialization in Library Automation from an HEC recognized university / institution. At least 10 years relevant professional experience University, Government Department, Public Sector or well reputed Corporate / Private Sector organization. OR Bachelor's degree (2nd division / C Grade) in Library and Information Science awarded after 16 years of education or equivalent from an HEC recognized university / institution. At least 12 years relevant professional experience University, Government Department, Public Sector or well reputed Corporate / Private Sector organization.	01
3.	Additional Director IT (BPS-19) (BWP Campus)	PhD in IT / MIS / E-Commerce / Software Engineering / Computer Engineering / Electrical Engineering or equivalent from an HEC recognized university / institution. At least 7 years relevant professional experience in a University, Government Department or well reputed Corporate / Private Sector organization. OR Master's Degree (2nd Division / C Grade) awarded after 18 years of education in IT / MIS / E-Commerce / Software Engineering / Computer Engineering / Electrical Engineering or equivalent qualification from an HEC recognized university / institution. At least 10 years relevant professional experience in a University, Government Department or well reputed Corporate / Private Sector organization. OR Bachelor's Degree (2nd Division / C Grade) awarded after 16 years of education in IT / MIS / E-Commerce / Software Engineering / Computer Engineering / Electrical Engineering or equivalent qualification from an HEC recognized university / institution. At least 12 years relevant professional experience in a University, government Department or well reputed Corporate / Private Sector organization.	02
4.	Assistant Engineer (Civil) (BPS-17) (BWP Campus)	Master's degree of Engineering in the relevant field awarded after 18 years of education or equivalent qualification from an HEC recognized university / institution with PEC registration. OR Bachelor's Degree (2nd Division / C Grade) of Engineering in the relevant field awarded after 16 years of education or equivalent qualification from an HEC recognized university / institution with PEC registration. At least 02 years relevant professional experience in a University, Government Department, Public Sector or well reputed Corporate / Private Sector organization.	02
5.	Programmer (BPS-17) (BWP Campus)	Bachelor's Degree (2nd Division / C Grade) awarded after 16 years of education in IT / MIS / E-Commerce / Software Engineering / Computer Engineering / Electrical Engineering or equivalent qualification from an HEC recognized university / institution. At least 02 years relevant professional experience in a University, government Department or well reputed Corporate / Private Sector organization.	01
6.	Assistant Director IT (BPS-17) (BWP & BWN Campuses)	Bachelor's Degree (2nd Division / C Grade) awarded after 16 years of education in IT / MIS / E-Commerce / Software Engineering / Computer Engineering / Electrical Engineering or equivalent qualification from an HEC recognized university / institution. At least 02 years relevant professional experience in a University, government Department or well reputed Corporate / Private Sector organization.	02 BWP 01 BWN
7.	Junior Programmer (BPS-16) (BWP Campus)	Bachelor's degree in Computer Science / IT / MIS / E-Commerce / Software Engineering / Computer Engineering awarded after 16 years of education or equivalent from an HEC recognized university / institution. Must be fluent in written and spoken English.	02
8.	Call Centre Representative (BPS-16) (on contract basis)	Bachelor's degree awarded after 16 year of education or equivalent qualification from an HEC recognized university / institution with minimum 06 months experience of working in a Public Sector University as Call Centre Representative or Customer Care Representative.	16
9.	Archive Admin (BPS-14)	Bachelor's Degree (2nd Division / C Grade) Awarded after 16 years of education in Computer Science / IT and Media Studies from an HEC recognized University / Institution with three years professional experience in a University, Government Department or well reputed Corporate / Private Sector Organization. Preference shall be given to those working in a reputable TV channel.	01
10.	Driver (HTV/PSV)-I (BPS-07) (BWP Campus)	Literate having valid license of HTV/PSV. At least 10 years driving experience in a reputed organization. Preference shall be given to PSV license holders.	10
11.	Producer (NEWS) (BPS-16) (BWP Campus)	Following shall be read in addition to the already advertised criteria: Preference shall be given to the candidates having experience of Added camera and NLE.	01
12.	Lab. Administrator (BPS-16) (BWP Campus)	Following shall be read in addition to the already advertised criteria: Preference shall be given to the candidates having experience as Studio Supervisor in a reputable TV channel.	01

Last date for submission of Online Applications (including advertisement bearing IPB-773) is 7 October 2022 followed by submission of complete set, hard copy of duly signed online application form along with attested copies (one each) of recent Passport Size Photograph / CNIC / Domicile / Educational Testimonials (Matric onwards) / Experience Certificate(s), via Registered Mail through Pakistan Post / Courier Service till 11 October 2022. The applications complete in all respects must reach at the following address:

Office of the Assistant Registrar (HR-E), Room No. 103, First Floor, Abbasia Campus, The Islamia University of Bahawalpur

Note: Other terms & conditions shall remain the same.



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IPB-812