



Higher Education Commission, Pakistan

POSITIONS VACANT

Applications are invited from Pakistani nationals to fill the following positions on regular basis in the Higher Education Commission:

S #	NAME OF POST (S)	No. of Post (s) / Quota	QUALIFICATION & EXPERIENCE	AGE Min - Max
	Director (Digital Library) (BPS-19)	01 Position Merit = 1	Ph.D. degree with 03 years' experience in BPS-17 or equivalent and above. OR MS / MPhil with 10 years' experience in BPS-17 or equivalent and above. OR Master / bachelor's degree (16 years) in any discipline with 12 years' experience in BPS-17 or equivalent and above in any Government / Semi Government / Autonomous Bodies / Corporation / Public Sector Organization / Govt. Corporation / Govt. Agencies. Knowledge of academic research production and evaluation process along with experience in digital resources acquisition and management will be preferred.	35-50
2.	Deputy Director (Digital Library) (BPS-18)	01 Position Punjab = 1	Ph.D. degree with 01 year' experience in BPS-17 or equivalent and above. OR MS / MPhil with 3 years' experience in BPS-17 or equivalent and above. OR Master / bachelor's degree (16 years) in any discipline with 5 years' experience in BPS-17 or equivalent and above in any Government / Semi Government / Autonomous Bodies / Corporation / Public Sector Organization / Govt. Corporation / Govt. Agencies. Knowledge of academic research production and evaluation process along with experience in digital resources acquisition and management will be preferred.	30-45
3.	Assistant Director (Digital Library) (BPS-17)	02 Positions Punjab = 2	Master / bachelor's degree (16 years) in any discipline. Knowledge of academic research production and evaluation process along with experience in digital resources acquisition and management will be preferred.	21-35

Application Process:

- Please apply online at <https://careers.hec.gov.pk>, within 30 days from the date of publication of the advertisement i.e. upto 10-04-2023.
- Application processing fee @ Rs. 1000/- may be deposited in the online A/C No. 17427900133401 of HEC maintained for the purpose in Habib Bank Ltd. and receipt may be uploaded on the HEC website <https://careers.hec.gov.pk>.
- Please do not send hard copies of application, CV or documents.
- Full details of the position can also be seen at the HEC careers website.
- Those already in Government service should apply through proper channel.
- Five (05) years general age relaxation has already been included. Further age relaxation will be given as per Government rules.
- Incomplete/late applications will not be entertained.
- Part time, honorary, apprentice and internee experience will not be considered.
- Written test will be conducted. Only shortlisted candidates will be called for interview.
- Interview of shortlisted candidates could be arranged via audio/video conference.
- HEC reserves the right to increase or decrease number of posts or not to fill any of the post without assigning any reason.
- No TADA will be admissible for appearing in the test / interview.
- HEC is an equal opportunity employer.

For enquiries, please contact:

Amjad Hussain Shah
Deputy Director (HRM)

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Phone No. 051-90401422, Email: sup_careers@hec.gov.pk

For technical/IT assistance, please call 051-111-119-432, 0334-1119432