

KHWAJA FAREED UNIVERSITY OF ENGINEERING AND INFORMATION TECHNOLOGY, RAHIM YAR KHAN

SITUATION VACANT

Applications are called from individuals having **Punjab domiciled** for below mentioned **Non-Teaching Positions** on following terms & conditions:

Name of position & No. of Post, Scale of Pay & Mode of Appointment, Age Min-Max (Years)	Minimum Qualification & Experience for Appointment
Controller of Examination (1) BS-20 Contract 40-50	(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. OR (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. OR (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 (iii) 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.
Treasurer (1) BS-20 Contract 40-50	(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 teaching or administrative or professional experience in a public or private Institute or university recognized by the Higher Education Commission or public sector organization. OR (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 teaching or administrative or professional experience in a public or private Institute or university recognized by the Higher Education Commission or public sector organization. OR (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 teaching or administrative or professional experience in a public or private Institute or university recognized by the Higher Education Commission or public sector organization.
Addl. Director (ORIC) (1) BS-19 (Regular / Contract) 35-50	(i) PhD in any discipline from an institute or a university recognized by the Higher Education Commission; and (ii) six years post qualification teaching or administrative or professional relevant experience in a public or private Institute or university recognized by the Higher Education Commission. OR (i) MS or M.Phil. (second division) 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 relevant experience in a public or private Institute or university recognized by the Higher Education Commission.
Addl. Librarian (1) BS-19 (Regular / Contract) 35-50	(i) MS or M.Phil. (second division) in Library and Information Science or Information Sciences or Information Management or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and (ii) eight years post qualification relevant experience in a public or private Institute or university recognized by the Higher Education Commission. OR (i) Master's degree or BS (second division) in Library and Information Science or Information Sciences or Information Management or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and (ii) ten years post qualification relevant experience in a public or private Institute or university recognized by the Higher Education Commission.
Addl. Registrar (2) BS-19 (Regular / Contract) 35-50	(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) 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. OR (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) 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.
Addl. Controller of Examination (1) BS-19 (Regular / Contract) 35-50	(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) eight years post qualification teaching or administrative or professional experience in a public or private Institute or a university recognized by the Higher Education Commission or public sector organization. OR (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) ten years post qualification teaching or administrative or professional experience in HEC recognized public or private university or degree awarding institute or public sector organization.
Addl. Director Students Affairs (1) BS-19 (Regular / Contract) 35-50	(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) eight years post qualification administrative or teaching relevant experience in a public or private Institute or university recognized by the Higher Education Commission. OR (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) ten years post qualification administrative or teaching relevant experience in a public or private Institute or university recognized by the Higher Education Commission.
Addl. Director Academics (1) BS-19 (Regular / Contract) 35-50	(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) eight years post qualification administrative or teaching experience in a public or private Institute or university recognized by the Higher Education Commission. OR (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) ten years post qualification administrative or teaching relevant experience in a public or private Institute or university recognized by the Higher Education Commission.

Addl. Director (Admin & Coordination (1) BS-19 (Regular / Contract) 35-50	(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) eight years post qualification relevant experience in public sector organization. OR (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) ten years post qualification relevant experience in public sector organization.
Addl. Director External Linkages (1) BS-19 (Regular / Contract) 35-50	(i) MS or M.Phil. in any discipline or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and (ii) eight years post qualification relevant experience. OR (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) ten years post qualification relevant experience.
Addl. Director (QEC) (1) BS-19 (Regular / Contract) 35-50	(i) MS or M.Phil. (second division) in Management Sciences or Social Sciences or Sciences or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and (ii) Eight years post qualification administrative or professional relevant experience in a public or private Institute or university recognized by the Higher Education Commission. OR (i) Master's Degree or BS (Hons.) (second division) in Management Sciences or Social Sciences or Sciences or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and (iii) ten years post qualification administrative or teaching relevant experience in a public or private Institute or university recognized by the Higher Education Commission.
Deputy Director (Admin & Coordination (1) BS-18 (Regular / Contract) 25-45	(i) MS or M.Phil. (second division) in any discipline or equivalent qualification from an institute or university recognized by the Higher Education Commission; and (ii) Three years post qualification relevant administrative experience in public sector organization. OR (i) Master's degree or BS (second division) in any discipline or equivalent qualification from an institute or university recognized by the Higher Education Commission; and (ii) Five years post qualification relevant administrative experience in public sector organization.
Deputy Director (QEC) (1) BS-18 (Regular / Contract) 25-45	(i) MS or M.Phil. (second division) in Management Sciences or Social Sciences or Sciences or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and (ii) three years post qualification administrative experience in a public or private Institute or university recognized by the Higher Education Commission or public sector organization. OR (i) Master's Degree or BS (Hons.) (second division) in Management Sciences or Social Sciences or Sciences or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and (ii) five years post qualification relevant experience in a public or private Institute or university recognized by the Higher Education Commission or public sector organization.
Deputy Director Student Affairs (1) BS-18 (Regular / Contract) 25-45	(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) Three years post qualification teaching and administrative experience in a public or private Institute or university recognized by the Higher Education Commission OR (i) Master's degree or BS (second division) or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and (ii) five years post qualification teaching and administrative experience at any public or private Institute or university recognized by the Higher Education Commission.
Deputy Director ORIC (1) BS-18 (Regular / Contract) 25-45	(i) MS or M.Phil. in any discipline or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and (ii) Three years post qualification teaching or administrative experience in a public or private Institute or university recognized by the Higher Education Commission or public sector organization. OR (i) Master's degree or BS (Hons.) (second division) in social sciences or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and (ii) five years post qualification teaching or administrative experience in a public or private Institute or university recognized by the Higher Education Commission or public sector organization.
Deputy Director Purchase & Store (1) BS-18 (Regular / Contract) 25-45	(i) MS or M.Phil. (Second Division) in Management Sciences or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and (ii) three years post qualification administrative relevant experience in a public Sector Organization. OR (i) MBA or M.Com. or ACCA or ACMA or M.Sc.(second division) in Economics or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and (ii) Five years post qualification administrative relevant experience in a public Sector Organization.
Database Administrator (1) BS-18 (Regular / Contract) 25-45	(i) Master's degree or BS (second division) in Computer Sciences or Information Technology or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and (ii) five years post qualification relevant experience
Clinical Psychologist (1) BS-17 (Regular / Contract) 21-35	MS (second division) in Clinical Psychology or equivalent qualification from an institute or a university recognized by the Higher Education Commission. OR (i) Master degree (second division) in Psychology or equivalent qualification from an institute or a university recognized by the Higher Education Commission. (ii) Advance diploma in clinical Psychology from an institute or a university recognized by the Higher Education Commission. (iii) Two years post qualification relevant experience.
Assistant Director (QEC) (1) BS-17 (Regular / Contract) 21-35	Master's degree or BS (second division) in Social Sciences or Sciences or Management Sciences or equivalent qualification from an institute or a university recognized by the Higher Education Commission.
Financial Aid & Scholarship Officer (2) BS-17 (Regular / Contract) 21-35	(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) Two years post qualification experience

- Interested candidates may apply online through website (eportal.kfueit.edu.pk) within 15 days after its publication in newspaper.
- Applicants are advised to read all terms and conditions / instructions of the advertisement as well as "Important instructions to candidates" given on KFUEIT website at online job portal i.e. "eportal.kfueit.edu.pk" carefully in order to submit their online applications be completed in all respects. The onus responsibility of correctness of the data given in the Online Application Form will rest squarely on the candidates.
- Editing Option, to correct any data in the Online Application Form, will be available to the candidates till the Closing Date of submission of Online Applications.

4. Those already in the government / semi-government service or autonomous bodies will be required to bring 'No Objection Certificate' from their employer, at the time of interview.
5. Only eligible / short-listed candidates will be called for test / interview.
6. Upload a paid Bank Challan of Rs. 3,000/- (for BPS-19 & above), Rs. 2,500/- (for BPS-18) Rs. 2,000/- (for BPS-17) /- as Application Processing Fee for each online application in favor of "Khwaja Fareed University of Engineering and Information Technology, Rahim Yar Khan".
7. **Advertisement for above mentioned positions is being re-published due to some clerical error in previous advertisement pertaining to above mentioned positions. In this regard, the candidates who had already applied for above mentioned positions of advertisement no. IPB-307 are required to apply again by uploading their previous bank challans.**
8. No TA / DA will be admissible for appearing in Test / Interview.
9. The competent authority may, by general or special order, grant age relaxation up to maximum period of five years. In case of a person who has served in the Government or public sector Universities or any of the armed forces of Pakistan, the period of such service shall, for the purpose of upper age limit, be excluded from his age.
10. All quotas will be observed as per Recruitment Policy of the University.
11. The University reserves the right to withdraw any post or its all advertisement or reject any or all applications without assigning any reason, which will not be challengeable in any court of law.
12. The University may increase or decrease the number of positions as per its requirement and availability of budget.
13. Since, the demarcation of marks is based on "Division" system, therefore, if "Division" is not available on any degree / transcript of a candidate, the same would be calculated / converted into Division, as under:

Under Semester System (where CGPA is mentioned on the DMC)			Under Semester System (Where only Marks / Percentage is mentioned, instead of CGPA, on the DMC)			
Sr.#	CGPA (Out of 4.00)	CGPA (Out of 5.00)	Division	Sr. #.	Percentage of Marks	Division
1	3.00 or above	4.00 or above	1st Division	1	70% or above	1 st Division
2	2.50 to 2.99	3.25 to 3.99	2nd Division	2	60% to 69.99%	2 nd Division
3	2.49 or below	3.24 or below	3rd Division	3	59.99% or below	3 rd Division

For further information, please Contact

REGISTRAR
068-9232313