



# UNIVERSITY OF TECHNOLOGY NOWSHERA

(SHUHADA-E-APS, UOT)

## OFFICE OF THE REGISTRAR

Advertisement No. 04/2018.

University of Technology, Nowshera (Shuhada-e-APS, UoT Nowshera) is the first ever public sector technology university of Pakistan aimed at development of highly skilled technologists. The university invites job applications from potential candidates on prescribed application forms available on the University's website [www.uotnowshera.edu.pk.com](http://www.uotnowshera.edu.pk.com) initial for a contract period of one year but most likely be regularized after June, 2019.

S.No	Position with BPS(Equivalent)	Required Qualification & Experience
<b>Faculty Positions</b>		
01	Professor (Equivalent to BPS-21)  i. Civil Engineering Technology ii. Renewable Engineering Technology iii. Information Engineering Technology	<b>A. <u>Education:</u></b> PhD Degree in relevant field from university /institution recognized by HEC.  <b>B. <u>Experience:</u></b> (i) 15 years teaching /research experience in HEC recognized Institution/ college/ university <b>OR</b> (ii) 15 years professional experience in relevant field in a national or International organization , out of which 5-years must be teaching experience <b>OR</b> (iii) 10 years post Ph.D teaching/ research experience in a HEC recognized university / institutions / college or Professional experience in the relevant field in a national international organization.  <b>C. <u>Publications:</u></b> 15 research publications with at least 05 publications in the last 05 years in HEC recognized journals or equivalent.
02	Associate Professor (Equivalent to BPS-20)  i. Renewable Engineering Technology ii. Information Engineering Technology	<b>A. <u>Education:</u></b> PhD Degree in relevant field from university /institution recognized by HEC.  <b>B. <u>Experience:</u></b> i. 10 years teaching /research experience in a HEC recognized institution /college/university <b>OR</b> ii. 10 years professional experience in the relevant field in a national or international organization, out of which 02 years must be teaching experience <b>OR</b> iii. 05 years post PhD teaching / research experience in HEC recognized university or a post graduate institute or professional experience in a relevant field in a national or international organization.

		<p><b>C. Publications:</b> 10 research publications, with at least 04 publications in the last 05 years in a HEC/PEC recognized journals or equivalent.</p>
03	<p>Assistant Professor (Equivalent to BPS-19)</p> <p>i. Civil Engineering Technology ii. Energy Systems Engineering Technology iii. Information Engineering Technology</p>	<p>PhD Degree in relevant field from university /institution recognized by HEC.</p>
04	<p>Lecturer (Equivalent to BPS-18)</p> <p>i. Civil Engineering Technology ii. Energy Systems Engineering Technology iii. Information Engineering Technology</p> <p>Age limit upto 40 years</p>	<p>MS/MPhil degree in relevant field with CGPA 3.00 out of 4.00 from HEC recognizes University/Institution <b>OR</b> 1<sup>st</sup> class MTech degree in relevant field from University/Institute recognized by HEC.</p>
05	<p>Lab Technologist (BPS-17)</p> <p>i. Civil Engineering Technology ii. Mechanical Engineering Technology iii. Electrical Engineering Technology iv. Electronics Engineering Technology</p>	<p>First division B Tech (Hons)/BE/BSc. Engineering in relevant field from recognized institution preferably with 01 year experience.</p>
06	<p>Lab Instructor (BPS-16)</p> <p>i. Civil Engineering Technology ii. Mechanical Engineering Technology iii. Electrical Engineering Technology iv. Electronics Engineering Technology</p>	<p>First division DAE with 03 years relevant experience.</p>
07	<p>Lab Assistant (BPS-11)</p> <p>i. Civil Engineering Technology ii. Mechanical Engineering Technology iii. Electrical Engineering Technology iv. Electronics Engineering Technology</p>	<p>First division DAE preferably with 01 year experience <b>OR</b> Matric (Science) with 5 years experience in relevant field</p>
<p><b>Administrative Positions</b></p>		
08	<p>Deputy Registrar (Equivalent to BPS 18) Age limit upto 45 years</p>	<p>First division Master's degree in Economics, English or Business Administration with 05 years' relevant experience in a University or Government Department or Autonomous Organization; <b>OR</b> Second Class Master's degree in Economics, English or Business Administration with 10 years' relevant experience in a</p>

		University or a Government Department or an Autonomous Organization in pay scale 17 or its equivalent.
09	Deputy Controller Examination (Equivalent to BPS 18) Age limit upto 45 years	First division Master's degree with 05 years' experience <b>or</b> Second Class Master's degree with 10 years' experience of teaching and examination work in a University or Board of Intermediate & Secondary Education in Pay Scale 17 or its equivalent. Preference will be given to those candidates having engineering background
10	Assistant Controller Examination (Equivalent to BPS 17) Age limit upto 40 years	First division Master's degree, <b>OR</b> Second Class Master's degree with five years' experience of examination work in a University or a Board of Intermediate & Secondary Education. Preference will be given to those candidates having engineering background
11	Assistant Registrar (Equivalent to BPS 17) Age limit upto 40 years	First division Master's degree in Economics, English or Business Administration. Preference will be given to those candidates having engineering background.
12	Assistant Director Finance (Equivalent to BPS 17) Age limit upto 40 years)	First division M.Com/M.B.A. (with specialization in Finance) preferably with two years' experience in accounts in a University or Government Department or an Autonomous Organization as Superintendent of Accounts.
13	Assistant Warden (Resident) (Equivalent to BPS 17) Age limit upto 40 years	First division Master degree; preferably with two years' experience of Hostel Management/ Students' Affairs in a University or post graduate educational institution.
14	System Administrator (Equivalent to BPS 17) Age limit upto 40 years	At least First Class Bachelor's Degree (4 Years) in Computer Science / Information Technology or First Class Master Degree in Computer Science / Information Technology awarded after 16 years of Education from an HEC recognized University / institution with Two years relevant experience in a National / Multinational Originations.
15	Sr. Office Assistant (Equivalent to BPS 16) Age limit upto 40 years Females are encouraged to apply	Master degree preferably in English or Business Administration, with Second class in annual system and 2.5 CGPA or above out of 4.00 in semester system with at least three year experience as Stenographer / Senior Clerk/Office Assistant. Adequate knowledge of computer in using MS Office packages etc. ( certificate of computer from recognized institution will be required)
16	Office Assistant (Equivalent to BPS 14) Age limit upto 40 years Females are encouraged to apply	Bachelor degree preferably in Business Administration, with Second class in annual system and 2.5 CGPA or above out of 4.00 in semester system with at experience as Stenographer / Senior Clerk/Office Assistant is preferred.

		Adequate knowledge of computer in using MS Office packages etc. ( certificate of computer from recognized institution will be required)
17	Account Assistant (Equivalent to BPS 14) Age limit upto 40 years	First class B.Com/BBA with minimum two year experience in the field of accounts maintenance, cash management, payrolls, taxation management, stock maintenance and reconciliation of bank statement, accounts data feeding and record maintenance.
18	Jr. Office Asst./Junior Clerk (Equivalent to BPS-11) Age limit upto 40 years Females are encouraged to apply	Intermediate with First Division or equivalent qualification from a recognized institution. Excellent Knowledge of Computer in using MS office, Excel packaging with 2 years' experience as Junior Clerk in government or semi government organizations. Typing speed of 40 words per minute.

### **TERMS & CONDITION FOR APPLY**

- i. Selection will be made purely on merit.
- ii. Preference will be given to those who have relevant experience and high academic qualification/record.
- iii. The selected candidates will be governed by the terms and conditions of the appointment order.
- iv. Only shortlisted candidates will be called for test/interview.
- v. Applicants shall apply only on the prescribed form, available on the University's website <http://www.uotnowshera.edu.pk> along with attested copies of all DMCs, Degrees, Certificates, Experience Certificates, Appointment Letters, CNIC & passport size photograph must be attached with the application form along with bank draft in the name of Khyber Pakhtunkhwa University of Technology, or online transfer receipt to UBL University Campus Peshawar account No. IBAN=PK44 UNIL 0109000221422964 Brach Code 1486 of Rs.1000/-.
- vi. The claim of experience shall be supported by experience certificates, appointment letters and pay slips issued by the authorized officer duly attested by a gazetted officer.
- vii. Contact numbers, mobile number, postal and email address must be written on the application form. Changes in contact number or postal address, if any, must be intimated to the office of undersigned.
- viii. All application must reach to the office of the undersigned **till Sept 30, 2018.**
- ix. Incomplete & applications received after due date will not be considered.
- x. The applicants who are already in Govt service may apply through proper channel.
- xi. The applicants shall have no 3<sup>rd</sup> division in the entire academic career.
- xii. Age limit can be relaxed in case of exceptional candidate.
- xiii. Applications can also be submitted by email id: [hr@uotnowshera.edu.pk](mailto:hr@uotnowshera.edu.pk)
- xiv. The competent authority has the right to cancel the recruitment process or to increase/decrease the numbers of posts or not to fill any post or reject any application, without showing any reason.
- xv. Note: - The candidates are requested to visit our website time to time for further updates of recruitments, procurement and many more, please.
- xvi. No TA/DA will be admissible for Test/Interview where applicable.

**Errors and Omissions, if any, shall subject to rectification**

**Additional Registrar  
University of Technology, Nowshera  
Phone 0923-560301**