



SITUATION VACANT

FACULTY & STAFF POSITIONS FOR MAIN CAMPUS TAXILA/ SUB CAMPUS CHAKWAL

Applications from dynamic, dedicated and competent professional (Male /Female) are invited from the Nationals domiciled in the Province of the Punjab for the appointment in the University, on contract / regular / temporary / Project basis/TTS where applicable is open to all Pakistani Nations:

| For Faculty positions | | | | |
|-------------------------------------|---|---|--|---------------|
| Sr. No | Position | Department | | Age |
| 1. | Professor (BPS-21) | English, Physics, & Mathematics. | | Upto 45 years |
| 2. | Associate Professor (BPS-20/ TTS) | i) Civil & Mechanical Engineering ii) Islamic Studies, English, Physics, Mathematics & Computer Sciences | | |
| 3. | Assistant Professor (on TTS) | i) Civil, Electrical, Mechanical & Computer Engineering, ii) English, Physics & Mathematics. | | 25-40 |
| 4. | Assistant Professor (BPS-19) | English | | |
| 5. | Lecturer(BPS-18) | Civil Engineering | | 22-30 |
| 6. | Lab. Engineer (BPS-17) | Civil Engineering & Telecommunication Engineering | | |
| For Administrative Positions | | | | |
| Sr. No | Name of Post | BPS / Pay Package | Qualification and Experience | Age |
| 7 | Director (P&D) | BPS-19 | MBA/M.Sc/M.A/B.Sc Engg. from a recognized University. M.A Educational planning & Management or Ph.D Degree holders will be preferred with (13) Thirteen years administrative experience in BS-17 in the relevant field or equivalent & above in public/ private sector University Institution. | 21-45 |
| 8 | Deputy Director (Quality Enhancement Cell) | BPS-18 | i) First Class Master's /B.Sc Engg. Degree (in the filed according to the nature of job of the post). ii) 5 years' service experience in the relevant field in BPS-17 and above or equivalent in any Govt. / Semi Govt. Organization/ autonomous body / recognized University. | 21-45 |
| 9 | Assistant Controller Examinations | BPS-17 | Graduate of a recognized University, preference to be given to higher academic attainments combined with 5 years administrative experience. | 21-45 |
| For Other Staff Positions | | | | |
| 10 | Assistant Engineer (Project Based)/ on Contract Bases | Rs.45,000/- | BS.c in Civil Engineering with at least 5 years' Experience in construction and project implementation, PEC Registration required. | 21-45 |
| 11 | Assistant (Project Based / on Contract Basis) | Rs.20,000/- | Graduate with at least 1 to 2 years' experience Proficiency in MS-Office and MS-Project. Minimum typing speed 40 words. | 18-35 |
| 12 | Network Supervisor | BPS-16 | Master in Computer Sciences/IT / Bachelor of Science in Computer Science/IT from HEC recognized university or institution. First Divisioner will be given preference. | 21-35 |
| 13 | Network Technologist | BPS-16 | Master in Computer Sciences/IT / Bachelor of Science in Computer Science/IT from HEC recognized university or Institution. | 21-35 |
| 14 | Lab. Supervisor (Electrical & Telecommunication) | BPS-16 | Three Years Diploma of Associate Engg. In (Electrical/Telecommunication Engineering) from a recognized institution with three years' relevant experience. | 18-40 |
| 15 | Draftsman | BPS-13 | Two years' Diploma in Architecture or Civil from a recognized university or institution or Board and has seven years' experience in the relevant field in Government/Semi Government/ Corporate/Government Autonomous Bodies. Expert in Auto CAD will be given preference. | 25-35 |
| 16 | Overseer / Sub-Engineer (Electrical) | BPS-11 | DAE (Electrical Engineering) with two years practical Experience | 18-40 |
| 17 | Lecture Assistant | BPS-11 | i) Secondary School Exams with Science as a subject, and ii) Three years' experience in Lab Work iii) Typing Speed of 30 words per minute at least. | 18-40 |

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|----|--------------------------|--------|---|-------|
| 18 | Supervisor-Cum-Assistant | BPS-08 | i) Matriculation. ii) Knowledge of typing at reasonable speed. iii) Familiarity with office routine & maintaining accounts for one year. iv) preference to be given to those persons who have experience of working in a Transport organization and possess license of driving light/ heavy duty vehicles. | 18-45 |
| 19 | Audio Visual Assistant | BPS-08 | i) Higher Secondary School Certificate from recognized Board or institution; and ii) Three years' experience of handling audio visual equipment in Government/Semi Government/ Corporate/Government Autonomous Bodies. iii) Well versed in use of computer. | 21-35 |
| 20 | Store Keeper | BPS-05 | i) Secondary School Exam. ii) Experience of handling store. | 18-45 |
| 21 | Driver | BPS-05 | i) Middle Pass ii) At least five year experience of driving light and/or heavy Vehicles, their maintenance and routine repairs. | 18-45 |
| 22 | Chowkidar | BPS-01 | i) Preferable Middle pass. ii) Ex-Service man possessing good health. | 18-45 |
| 23 | Khadim Masjid | BPS-02 | i).Secondary School Certificate from a recognized Board or institution. ii).Hafiz-e-Quran. | 21-35 |
| 24 | Sweeper | BPS-01 | Subject to the satisfaction of the appointing authority. | 18-45 |

For Faculty Position Only:

- The eligibility criteria and application forms for Regular/Contract and TTS are available on the University website www.uettaxila.edu.pk as well as on HEC website www.hec.gov.pk can be downloaded.
- The candidate must be registered with Pakistan Engineering Council (only for Engineers).
- Candidates are required to submit the followings along with application form:
 - Attested copies of Degrees, Transcripts, Certificates, Domicile, CNIC, PEC Valid Registration, Valid and authentic experience certificate (where applicable). Part time experience will not be counted.
 - For the post of Associate Professor two sets of copies of research publications on prescribed Performa available in TTS Form.
 - Postal Order or Bank Draft/ Bank Challan HBL, UET Branch of the value, "BPS-20 Rs. 250/- BPS-19 Rs. 200/- BPS-18 Rs. 150/- & BPS-17 Rs. 100/-" in favour of the Treasurer, UET Taxila.

General Requirements for All Posts:

- The candidate applying for more than one post shall submit separate application form for each post with required documents.
- Application will be received only through Registered Mail/ Counter etc; by hand application will not be accepted. The UET-Taxila and Government employees are required to apply through proper channel.
- Age Relaxation may be considered in suitable cases as per government rules.
- The University reserves the rights not to fill any post/withhold the appointment against any advertised post without assigning any reason or consider a person for appointment in a lower cadre against the post(s) advertised.
- All the service candidates will have to attach N.O.C and service certificate from their department alongwith the application.
- Candidates applying against disable quota will have to submit a certificate from a Provincial Council for Rehabilitation of Disabled Persons of Social Welfare Department.
- Application on prescribed form completed in all respect must reach in the office of the Registrar UET, Taxila on or before **21st November, 2016 (Monday)** upto 03:30 pm.
- Incomplete applications or those received after the due date regardless of the date of dispatch shall not be considered.
- No TA/DA will be paid for the interview/test etc.

(Engr. Mansoor A. Baluch)
Registrar
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