



POSITIONS VACANT

Applications are invited for the following positions in University of Kamalia

Sr.	Name of Post	Number of Posts	Nature of Post / Age Limit	Eligibility Criteria
1.	Registrar (BS-19)	01	Contract Age Limit: 40-50 Years	(i) a. Ph.D. or equivalent qualification from an institute or university recognized by Higher Education Commission; and b. eight years' post qualification experience of BPS-17 & above or equivalent in teaching or administrative or professional experience from a public or private institute or university recognized by Higher Education Commission or public sector organization; or (ii) a. MS or M.Phil. or equivalent qualification from an institute or university recognized by Higher Education Commission; and b. ten years' post qualification experience of BPS -17 & above or equivalent in teaching or administrative or professional experience from a public or private institute or university recognized by Higher Education Commission or public sector organization; or (iii) a. Master's degree or BS (four years) (second division) or equivalent qualification from an institute or university recognized by Higher Education Commission; and b. twelve years' post qualification experience of BPS -17 & above or equivalent in teaching or administrative or professional experience from a public or private institute or university recognized by Higher Education Commission or public sector organization.
2.	Controller of Examinations (BS -19)	01	Contract Age Limit: 40-50 Years	(i) a. Ph.D. or equivalent qualification from an institute or university recognized by Higher Education Commission; and b. eight years' post qualification experience of BPS -17 & above or equivalent in teaching or administrative or professional experience from a public or private institute or university recognized by Higher Education Commission or public sector organization; or (ii) a. MS or M.Phil. or equivalent qualification from an institute or university recognized by Higher Education Commission; and b. ten years' post qualification experience of BPS -17 & above or equivalent in teaching or administrative or professional experience from a public or private institute or university recognized by Higher Education Commission or public sector organization; or (iii) a. Master's degree or BS (four years) (second division) or equivalent qualification from an institute or university recognized by Higher Education Commission; and b. twelve years' post qualification experience of BPS -17 & above or equivalent in teaching or administrative or professional experience from a public or private institute or university recognized by Higher Education Commission or public sector organization.
3.	Treasurer (BS-19)	01	Contract Age Limit: 40-50 Years	(i) a. Ph.D. in Finance or Commerce or Accounting or Auditing or Economics from an institute or university recognized by Higher Education Commission; and b. eight years' post qualification experience of BPS -17 & above or equivalent in the relevant field; or (ii) a. MS or M.Phil. in Finance or Commerce or Accounting or Auditing or Economics or equivalent qualification from an institute or university recognized by Higher Education Commission; and b. ten years' post qualification experience of BPS -17 & above or equivalent in the relevant field; or (iii) a. MBA in Finance or M.Com or ACCA or ACMA or M.Sc. or BS (four years) (second division) in Economics or equivalent qualification from an institute or university recognized by Higher Education Commission; and b. twelve years' post qualification experience of BPS -17 & above or equivalent in the relevant field.
4.	Assistant Registrar (BS-17)	02	Regular Age Limit: 21-35 Years	Master's degree or ACCA or ACMA or BS (four years) (second division) or equivalent qualification from an institute or university recognized by Higher Education Commission.
5.	Assistant Treasurer (BS-17)	02	Regular Age Limit: 21-35 Years	MBA or M.Com or ACMA or ACCA or M.Sc. or BS (four years) (second division) in Economics or equivalent qualification from an institute or university recognized by Higher Education Commission
6.	Assistant Controller of Examinations (BS-17)	02	Regular Age Limit: 21-35 Years	Master's degree or BS (four years) (second division) or equivalent qualification from an institute or university recognized by Higher Education Commission
7.	Assistant Director (QEC) (BS-17)	01	Regular Age Limit: 21-35 Years	Master's degree or BS (four years) (second division) in Social Sciences or Sciences or Management Sciences or equivalent qualification from an institute or university recognized by Higher Education Commission.
8.	Assistant Director (ORIC) (BS-17)	01	Regular Age Limit: 21-35 Years	Master's degree or BS (four years) (second division) or equivalent qualification from an institute or university recognized by Higher Education Commission.

9.	Assistant Director (P & D) (BS-17)	01	Regular Age Limit: 21-35 Years	Master's degree or BS (four years) (second division) in Economics or Engineering or Management Sciences or equivalent qualification from an institute or university recognized by Higher Education Commission
10.	Assistant Director (IT Services) (BS-17)	01	Regular Age Limit: 21-35 Years	Master's degree (second division) in Computer Science or Information Technology or Telecommunication System or equivalent qualification from an institute or university recognized by Higher Education Commission.
11.	Assistant Librarian (BS-17)	01	Regular Age Limit: 21-35 Years	Master's degree or BS (four years) (second division) in Library and Information Sciences or Information Science or Information Management or equivalent qualification from an institute or university recognized by Higher Education Commission.
12.	Network Administrator (BS-17)	01	Regular Age Limit: 21-35 Years	Master's degree (second division) in Computer Science or Information Technology or Telecommunication System or equivalent qualification from an institute or university recognized by Higher Education Commission.

TEACHING POSITIONS

ASSOCIATE PROFESSOR (BS-20 / Regular) Age Limit: 30-50 years

Sr.	Name & No. of Posts	Eligibility Criteria
1.	Physics 01-Post	(i) Ph.D. in Physics or Chemistry or Mathematics or Management Science or Commerce or equivalent qualification from an institute or university recognized by Higher Education Commission; (ii) <ol style="list-style-type: none"> ten years' teaching or research experience from a post graduate institute or university recognized by Higher Education Commission or professional experience in the relevant field in a national or international organization; or five years' post-Ph.D. teaching or research experience from a post graduate institute or university recognized by Higher Education Commission or professional experience in the relevant field in a national or international organization; and (iii) Ten research publications in the journals recognized by Higher Education Commission; out of which four publications must be within last five years.
2.	Chemistry 01-Post	
3.	Mathematics 01-Post	
4.	Management Sciences 01-Post	
5.	Commerce 01-Post	
6.	Computer Science & Information Technology 01-Post	(i) Ph.D. in Information Technology or Computing or equivalent qualification from an institute or university recognized by Higher Education Commission; (ii) <ol style="list-style-type: none"> ten years' teaching or research experience from an institute or a college recognized by a Board or university recognized by Higher Education Commission or ten years' professional experience in the relevant field in a national or international organization; out of which two years must be teaching experience; or five years' post-Ph.D. teaching or research experience from a postgraduate institute or university recognized by Higher Education Commission or professional experience in the relevant field in a national or international organization; and (iii) Ten research publications in the journals recognized by Higher Education Commission; out of which four publications must be within last five years.

ASSISTANT PROFESSOR (BS-19 / Regular) Age Limit: 25-45 years

Sr.	Name & No. of Posts	Sr.	Name & No. of Posts	Eligibility Criteria
7.	Physics 02-Posts	11.	Commerce 02-Posts	Ph.D. in Physics or Chemistry or Mathematics or Management Science or Commerce or English or Pakistan Studies or Islamic Studies or equivalent qualification from an institute or university recognized by Higher Education Commission.
8.	Chemistry 02-Posts	12.	English 02-Post	
9.	Mathematics 02-Posts			
10.	Management Sciences 02-Posts			
13.	Computer Science & Information Technology 02- Posts			Ph.D. in Information Technology or Computing or equivalent qualification from an institute or university recognized by Higher Education Commission.

LECTURER (BS-18 / Regular) Age Limit: 21-35 years

Sr.	Name & No. of Posts	Sr.	Name & No. of Posts	Eligibility Criteria
14.	Physics 02-Posts	19.	Commerce 02-Posts	MS or M.Phil (first division) in Physics or Chemistry or Mathematics or Management Sciences or Commerce or English or Pakistan Studies or Islamic Studies or equivalent qualification from an institute or university recognized by Higher Education Commission. Note: A candidate must not have third division in his whole academic career, however, such candidate, having degree of Ph.D. in the relevant field and has not more than one third division in the entire academic career, shall be eligible for the post.
15.	Chemistry 02-Posts	20.	English 02-Post	
16.	Mathematics 02-Posts	21.	Pak Studies 01-Post	
17.	Management Sciences 02-Posts	22.	Islamic Studies 01-Post	
18.	Computer Science & Information Technology 02-Posts			MS or M.Phil (first division) in Information Technology or Computing or equivalent qualification from an institute or university recognized by Higher Education Commission. Note: A candidate must not have third division in his whole academic career.

How to Apply

- Closing date for submission of online applications is **January 6th, 2025 (Monday)**.
- Applicants are required to apply online through university job portal i.e. <https://ukm.edu.pk/> on or before **January 6th, 2025 (Monday)**.
- The applicants are required to deposit fee challan worth of Rs. 4000/- for BS 19 to BS 20 and Rs.2,500/-for BS 18 & BS 17 on or before January 6th, 2025 (Monday).**
- The applicants can choose to pay the fee via any 1 Link member bank's ATM, mobile banking platform, internet banking and over the counter / in-person payment at 1 Link member bank branches.
- The applicants are also required to submit signed hardcopy / printout of same pre-filled online application form **THROUGH COURIER** along

with two (02) recent passport size photographs, attested copies of CNIC, domicile, all educational documents (transcripts & certificates), experience certificates **on or before January 8th, 2025 (Wednesday), to the Office of Registrar, University of Kamalia** (former QAED Academy Building), Rajana Road, Kamalia, District Toba Tek Singh.

6. The candidates applying for the **post of Associate Professor are required to submit a soft copy** of complete / online application form along with the attested copies of degrees / certificates / testimonials, photograph (1x1) and **complete record of research publications (in full) in a pdf file in USB**; in addition to hard copy.
7. Application forms must be filled carefully as no editing will be allowed after submission.
8. Applications submitted without deposited system generated fee challan will not be entertained. Deposited amount is non-refundable/non-transferable.
9. Candidates applying for more than one post shall submit separate application with necessary documents, complete in all respects.
10. Incomplete applications or applications received after due date (even dispatched through courier) will not be accepted.
11. **For non-teaching posts, only the Punjab domicile applications will be entertained.**
12. For any technical assistance regarding on-line application submission, please call at 0300-1199349 during office hours.

General Instructions

1. Foreign degree holders must provide equivalence certificate issued by the HEC along with application form.
2. Degrees only from HEC recognized Universities/degree awarding Institutions will be considered.
3. Candidates presently working in Government, Semi Government and Autonomous Bodies must send their applications through proper channel only.
4. In case the candidate is a Government Servant, a Departmental Permission Certificate/ NOC issued by the Competent Authority of the concerned Department is required to be produced along with hard copy of application form. Any application without Departmental Permission Certificate/ NOC shall be rejected.
5. If the candidate who has applied after taking NOC from his parent department/ Institution/ University and got selected in any other department/ Institution/ University during the process of selection, he/she would be required to send immediately an NOC from the new employer, failing which the application will be rejected ab-initio.
6. Experience where required for determination of eligibility for a post, a candidate shall have to produce documentary evidence in support of his/her claim.
7. Experience in private entities shall be accepted only if such entity is registered with SECP, Registrar of Firms or any other Regulatory Authority.
8. Research papers in the Higher Education Commission (HEC) recognized journals which have been indexed in JCR and Scopus Index (SCIE, SSCI, AHCI) or HJRS policy will be accepted only.
9. Review articles, case-studies, translations, briefs, presentations in conferences, short communication etc. shall not be admissible as professional/ original research papers.
10. Relaxation in upper age limit may be granted to suitable candidates as per Government of Punjab rules.
11. As per Government of the Punjab notification No.SOR-IVI(S&GAD)15-1/2012 dated 21.05.2012, 15% of total posts shall be reserved for women, where posts are to be filled through recruitment without any reference to gender.
12. As per Government of Punjab, S&GAD (Regulations Wing), notification No.SOR-III(S&GAD)1-35/93, dated 27.03.2010, 5% quota has been reserved for minorities (non-Muslims) against the total number of posts advertised.
13. The quota for disable persons, minorities and women will be observed as per rules.
14. Applications of candidates, whose result is not officially announced by the Controller of Examination of a Board/ University on or before the closing date, shall not be considered.
15. In case any information provided by the candidate in his/her application form is found to be incorrect or false at any stage, he/she will be disqualified and action will be taken under the Rules.
16. Only shortlisted candidates will be invited for interview. No TA/DA will be admissible.
17. The University will not be responsible if call letters are delayed or not received due to any lapse of courier agency/post office/telephonic message.
18. In case 10 or more applications are received against an advertised post or where required by the service rules / statutes, a test (written / typing / screening) may be conducted of all the eligible candidates. **However, in accordance with the University's approved Recruitment Policy, test marks will not be included in the initial or final merit list.**
19. University reserves the rights to increase / decrease or totally withdraw the vacancies without assigning any reason.

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