



LAHORE COLLEGE FOR WOMEN UNIVERSITY

Jail Road, Lahore – Pakistan. Tel: 042-99203801-09, 99201950 Ext: 205 Fax: 042-99203077

Website: www.lcwu.edu.pk E-mail: registrar@lcwu.edu.pk

VACANCIES

NON – TEACHING POSTS:

(For Lahore Campus)

Sr. No.	Name of Post	BPS	No. of posts	Age Limit	Qualification
1.	Assistant Treasurer	17	02	21 – 35 years	CA / A.C.M.A. / M.B.A. (Finance) / M.Com. / M.A Economics at least 2 nd division from HEC recognized University or Institution. Preference shall be given to a Candidate who has experienced of the relevant field.
2.	Senior Sub Engineer	16	02	25 – 35 years	Diploma in Civil / Electrical Technology from a recognized University / Institution / Board with 10 years experience in the relevant field.
3.	Store Keeper	14	02	21 – 35 years	Graduate. (at least 2 nd Division) from HEC recognized University / Institution with 2-years experience in relevant field or Intermediate (at least 2 nd Division) with 3-years experience in the relevant field.
4.	Lecture Assistant	09	02	18 – 30 years	F.Sc. or equivalent from a recognized institution or board with some experience in some relevant field.
5.	Naib Qasid	02	02	18 – 30 years	Literate.

General Information:

Application Form along with one page CV, attested photocopies of relevant documents, NIC, Domicile, one recent photograph and experience certificates must be attached with the application. Application Forms are available from LCWU, Lahore from 09:00 a.m. to 03:00 p.m. on the payment of processing fee as under: -

- Rs. 1,000/- for BPS-16 and BPS-17
 - Rs. 500/- for BPS-05 to BPS-15
 - Rs. 300/- for BPS-02 to BPS-04
- i) Application form and processing fee challan can also be downloaded from LCWU website www.lcwu.edu.pk.
 - ii) The last date for submission of applications is **24th September, 2021.**
 - iii) The candidates, sending their Application Forms through mail, have to attach a Bank Draft for each post in favor of Treasurer, LCWU. They should mention the name of Post on the Envelope.
 - iv) For all posts only H.E.C. recognized degrees are acceptable. No form will be considered without proper degrees / certificate.
 - v) Foreign Degree holders must provide Equivalence Certificate issued by the Higher Education Commission.
 - vi) Incomplete applications or applications received after the due date will not be acceptable.
 - vii) Applicants applying for the above-mentioned posts having equivalent degrees of the post / subject must provide equivalence certificate issued by the HEC, Islamabad.
 - viii) Candidates presently working in Government, Semi Government and Autonomous Bodies should send their applications through Proper Channel only. Advance copies are not acceptable.
 - ix) Only short listed candidates will be called for the interview. University may conduct written test.
 - x) Upper age limit is relaxable in exceptional cases under University Rules.
 - xi) Quota (Disable, Minorities & Women) will be applicable as per Government / University Rules.
 - xii) Preference will be given to the female candidates.
 - xiii) The University is not responsible if call letters are delayed or not received due to any lapse of Courier Agency / Post Office / Telephonic message.
 - xiv) No TA/DA will be paid for the interview.
 - xv) University Authorities reserve the right: -
 - To shortlist the candidates.
 - Not to fill any vacancy without any reason.
 - Withhold appointment, on any advertised post.
 - Increase or decrease the number of vacancies.

IPL-9120

REGISTRAR Lahore College for Women, University, Lahore