



WOMEN UNIVERSITY

OF AZAD JAMMU & KASHMIR, BAGH. Website: www.wuajk.edu.pk
Registrar Office (Phone # 05823-960034)

Situations Vacant

Women University of Azad Jammu & Kashmir Bagh invites applications against the following fixed terms positions, purely on Contract basis for PSDP funded Projects titled "Strengthening of the Women University of AJ&K Bagh" and "Establishment of AJK Women University, Bagh, AJ&K" initially for a period of 01 year extendable subject to satisfactory performance for another year or till completion of the Project, whichever is earlier.

Sr.#	Name of Post	No. of Posts	Qualification/Experience	*Pay Package
1.	Project Director PPS-09 (BPS-19)	01	I. Minimum 15 years' education in Civil Engineering, Project Management, Construction Management, Business Administration, Public Administration, Sociology, Social Work, Economics, Statistics and Engineering Management from HEC recognized University/Institution. II. At-least 10 years' relevant post qualification experience in Civil works project planning, implementation, monitoring, evaluation, hiring Consultants/Contractors and Procurement in a public or well reputed private sector organization. A person who have executed at least worth of Rs. 100.00 million academic physical infrastructure development project will be preferred. III. Max Age: 65 Years till closing date.	Lump sum Rs.175,000/- per month (All inclusive)
2.	XEN PPS-08(BPS-18)	01	I. B.Sc in Civil Engineering from HEC recognized university/institution and registered as a professional engineer with the Pakistan Engineering Council (PEC). II. At-least 05 years' relevant post qualification experience of execution of civil works projects in a public or well-reputed private sector organization. III. Max Age: 65 Years till closing date.	Lump sum Rs.125,000/- per month (All inclusive)
3.	Assistant Engineer PPS-07 (BPS-17)	01	I. B.E./B.Sc in Civil Engineering from HEC recognized university/institution and registered as a professional engineer with the Pakistan Engineering Council (PEC). II. At-least 01-year relevant post qualification experience in a public or well-reputed private sector organization. III. Max Age: 40 Years till closing date.	Lump sum Rs. 90,000/- per month (All inclusive)
4.	Accountant PPS-06 (BPS-16)	01	I. MBA/M.Com. or equivalent qualification or 2 nd Class B.Com or BBA or BIT/2 nd Class B.Sc. (Maths, Stat, Economics). II. 3 years' experience in the relevant field. III. Age: 18-35 years	Lump sum Rs. 60,000/- per month (All inclusive)
5.	Office Assistant PPS-06 (BPS-16)	01	I. At least 2nd class B.A/B.Sc. or equivalent degree from HEC recognized University/Institution. II. Age: 21-35 years	Lump sum Rs. 60,000/- per month (All inclusive)
6.	Sub-Engineer Civil / Overseer PPS-04 (BPS-11)	01	I. 3 years diploma in Civil or equivalent qualification from a recognized institution. II. Age: 18-35 years	Lump sum Rs. 30,000/- per month (All inclusive)
7.	Peon PPS-01	01	I. At least Middle Pass. II. Physical Fitness Certificate	Lump sum Rs. 16,000/- per month (All inclusive)

*As per Standard Pay Package wide finance division O.M. No. F. 4(9) R-14/2008 dated 19th July, 2017.

Terms and Conditions:

- Interested candidates can download application form University website (www.wuajk.edu.pk).
- Applications along with CVs and an attested copy of CNIC, educational certificates, degrees, experience certificates, certificate of training/courses and other supporting documents must reach to the Registrar office by **August 23, 2021** before COB.
- Original documents must be produced at the time of interview or when asked.
- Incomplete applications and received after due date will not be entertained.
- Those already in Government/Semi Government service must apply through proper channel. Age limit shall not be applicable to the in-service employees. If in-service employee is selected, he/she will get pay in his or her own pay scales and allowances plus deputation allowance as admissible under the deputation policy. However, if selected employee wants to get mentioned pay package, he/she will have to resign from regular service before appointment on a project post.
- Only shortlisted candidates will be called for interview.
- Part time, honorary, apprentice or internee positions will not be considered/counted as experience.
- Preference will be given to the AJ&K Nationals on merit basis.
- The university reserves the right of cancelation of advertised post partially or totally without assigning any reason.
- In case of unsatisfactory performance, service can be terminated with one-month prior notice.
- Bank draft/Pay order of **Rs. 2000/- for S.No.1 & 2, Rs. 1500/- for S. No. 3 to 5, Rs. 1000/- for S. No. 6 and Rs. 300/- for S. No. 7** in favor of Treasurer, Women University of AJ&K Bagh must be enclosed with application (Non-refundable).
- No TA/DA will be admissible for appearing in Test/Interview.

Note: The post mentioned on S.No 2 is for the Project titled "Establishment of AJK Women University, Bagh, AJ&K" and rest of the posts belong to the Project titled "Strengthening of the Women University of AJ&K Bagh"

Dr. Syeda Sadiqa Firdous
Registrar