



# THE UNIVERSITY OF AGRICULTURE, DERA ISMAIL KHAN

## SITUATIONS VACANT

Adv. No. 01 / 2024 Date: 25-02-2024

Applications are invited from Pakistani nationals for the following teaching/administrative positions to be filled on regular / TTS basis.

A: Teaching Positions			
S. No.	Positions	No. of Post	Eligibility
1	Assistant Professors (TTS) in Animal & Veterinary Sciences, Zoology and Forestry	One for each discipline	As per the HEC/PVMC eligibility criteria.
2	Lecturers (BPS-18) in Animal & Veterinary Sciences, Allied Health Sciences, English, Forestry and Statistics	Two for each discipline	As per the HEC/PVMC/PMDC eligibility criteria
3	Teaching Assistants (BPS-17) in Allied Health Sciences and English	Two for each discipline	First division Masters or BS degree in relevant subject from a recognized university. No 3rd division or Grade D is allowed. The PMC (erstwhile PMDC) prescribed criteria for respective discipline shall be followed.
B. Administrative/Support/Laboratory Staff			
S. No.	Positions	No. of Posts	Eligibility
4	Additional Director Finance (BPS-19)	01	First division Masters degree in Finance, Commerce or Business Administration (with Specialization in Finance) with 12 years experience; or Second Class Masters degree in Commerce or Business Administration (with Specialization in Finance) and 17 years experience in a University or Government Department or an Autonomous Organization in pay scale 17 or its equivalent and above.
5	Additional Controller of Examinations (BPS-19)	01	First division Masters degree with 12 years experience of teaching and examination work in a University or Board of Intermediate & Secondary Education in pay scale 17 or its equivalent and above.
6	Deputy Director Finance (BPS-18)	01	First division M.Com / MBA or Chartered Accountant with 05 years experience in BPS-17 or equivalent in the relevant field in government or semi government autonomous Bodies.
7	Deputy Director QEC (BPS-18)	01	First division Masters degree in Agricultural Economics, Agriculture, Computer Science, Social Sciences and Management Sciences (16 years) from HEC recognized University/Institution with 05 years relevant experience.
8	Deputy Controller of Examinations (BPS-18)	01	First division Masters degree with 05 years experience, or Second class Masters 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.
9	Deputy Director/ Manager IT/ Network Manager (BPS-18)	01	First division Masters Degree (16 years) in Computer Science/IT/BCS (04years)/ BIT (04 years) degree from HEC recognized University/Institution with 05 years relevant experience.
10	Deputy Director (Administration) (BPS-18)	01	First division Masters Degree (preferably in Management Sciences) from university /Institute recognized by HEC with 05 years experience in BPS-17 or equivalent in the relevant field in Government or Autonomous/ Semi Autonomous bodies. OR Second Class Masters Degree (preferably in Management Sciences) from university / Institute recognized by HEC with 08 years experience in BPS-17 or equivalent in the field in Government or Autonomous/ Semi Autonomous bodies.
11	Assistant Director Finance (BPS-17)	02	First division M. Com/M.B.A. (with specialization in Finance/ Accounts); with five years experience in accounts in a university or a Government Department or an Autonomous Organization
12	PA/Secretary to Vice Chancellor (BPS-17)	01	First division Masters degree in Human Resource Management/ Business Administration or Economics, or Agricultural Economics with five years experience of a secretarial job in a University or a Government Department or an Autonomous Organization.
13	Assistant Director QEC (BPS-17)	01	First division Masters degree in Agricultural Economics, Agriculture, Computer Science, Social Sciences and Management Sciences (16 years) from HEC recognized University/Institution with 02 years relevant experience.
14	Assistant Director IT (BPS-17)	03	First division Masters Degree (16 years) in Computer Science/IT/ BCS/ B.Tech (Hons) (04years)/ BIT (04 years) degree from HEC recognized University/Institution with 05 years relevant experience.
15	Assistant Director ORIC (BPS-17)	01	First division Masters degree in Agricultural Economics, Agriculture, Computer Science, Social Sciences and Management Sciences (16 years) from HEC recognized University/Institution with 02 years relevant experience.
16	Assistant Registrar (BPS-17)	02	First division Masters degree, in Human Resource Management/English; with five years experience of personnel management in a university or a Government Department or an Autonomous Organization.
17	Assistant Registrar Legal / Law Officer (BPS-17)	01	BA/LLB First division or BA/LLB 2 <sup>nd</sup> division with 05 years relevant experience in handling court cases having registered as Advocate with Bar Council.
18	Transport Officer (BPS-17)	01	First division Masters degree in Agricultural Mechanization or its equivalent qualification with 05 years relevant experience in a Government Department or an Autonomous Organization.
19	Audit Officer /Assistant Auditor (BPS-17)	01	First division Masters degree in M. Com/MBA (Finance) /Agriculture Economics/ Economics or equivalent degree as recognized by the HEC. OR Second division Masters degree in M. Com/MBA (Finance) /Agriculture Economics/ Economics or equivalent degree as recognized by the HEC with 02 years experience in Financial Audits/ Financial Management in a University or a Government Department or an Autonomous Organization in pay scale 17 or its equivalent and above. No third division in entire academic career
20	Assistant Controller of Examinations (BPS-17)	02	First division Masters degree, or Second-Class Masters degree with five years experience of examination work in a University or a Board of Intermediate & Secondary Education.

21	Farm Manager, Livestock Farm (BPS-17)	01	First Division Master Degree awarded after 16 years of education in the relevant field from HEC recognized University/Institution with no 3rd division in the academic career.
22	Sub-Divisional Officer Civil (BPS-17)	01	First division Bachelor or Engineering degree in Civil Engineering or Second Class Bachelor of Engineering degree in Civil Engineering with 05 years professional experience or 03 years post Matric diploma of Associate Engineer in Civil Engineering with 10 years experience in the line.
23	Security Officer (BPS-16)	02	Master in Public Administration/ LLB in at least 2nd division from a recognized University
24	Superintendent (BPS-16)	10	Masters Degree in at least 2nd division and 18 years satisfactory service with at least 5 years service as Assistant in the University. OR Bachelors Degree in at least 2nd division and 20 years satisfactory service with at least 5 years service as Assistant in the University. OR Intermediate in at least 2nd division and 22 years satisfactory service with at least 5 years service as Assistant in the University. OR Matric in at least 2nd division and 24 years satisfactory service with at least 5 years service as Assistant in the University.
25	Accountant (BPS-16)	03	MBA/M.Com in at least 2nd division from a recognized University OR BBA/ B.Com in at least 2nd division from a recognized University with 3 years experience in the relevant field.
26	Senior Clerk (BPS-14)	10	Intermediate in at least 2nd division with 5 years satisfactory service OR Matric in at least 2nd division with 7 years satisfactory service in the University.
27	Junior Clerk (BPS-11)	15	i. Matriculation with 2 <sup>nd</sup> division or equivalent qualification from a recognized Board, and ii. a speed of 30 words per minute in typing
28	Lab Assistant (BPS-07)	20	F.Sc in at least 2nd Division OR Matric with Science in at least 2nd Division and 7 years experience in the relevant field in BPS-5
29	Computer Operator (BPS-05)	05	Matric in at least 2nd division with Certificate course in Computer from a recognized Institution with at least 2 years relevant experience.
30	Lab Attendant (BPS-05)	20	Matric with Science in at least 2nd Division.
31	Driver (BPS-05)	07	Matric in at least 2nd division with a valid HTV/ITV license and having 5 years experience of driving heavy transport OR Literate with a valid HTV/ITV license and having 10 years experience of driving heavy transport.
32	Naib Qasid (BPS-01)	20	Matriculate in at least 2nd division OR literate with 05 years relevant experience.
33	Mali (BPS-01)	12	Matriculate in at least 2nd division OR literate with 05 years relevant experience.
34	Chowkidar/Security Guard (BPS-01)	20	Retired defense forces personnel with good physique. Educated persons will be given preference.
35	Mason (BPS-01)	01	Matric in at least 2nd division with 2 years experience in Masonry OR literate with 10 years experience in Masonry.
36	Sweeper (BPS-01)	10	Matriculate in at least 2nd division OR literate with 05 years relevant experience.

### TERMS & CONDITIONS:

- Applicants must apply on the prescribed Application form available at the University's website: <https://www.uad.edu.pk> OR can be obtained from the office of the Registrar, University of Agriculture, D.I. Khan.
- The detailed Bio-data and attested/verified photocopies of all DMCS, Degrees, and Certificates, CNIC, Experience Certificates and two recent passport size photographs must be attached with the Application Form.
- Application processing Fee (Non-Refundable) of Rs. 5000/- for the posts of BPS-19 and TTS, Rs. 3000/- for the posts of BPS-17 & 18, Rs. 2000/- for the posts of BPS-11, 14 & 16, and Rs. 1000/- for the posts of BPS-1, 5 & 7 shall be deposited in any branch of Bank of Khyber Limited in Account No. 3003771977, Branch (0129).
- The original fee deposit slip must be attached with the application form. Application(s) with deposit slip(s) of less than the prescribed amount of processing fee shall not be processed.
- Candidates applying for more than one post shall deposit separate fee and shall submit separate application form.
- The candidates serving in Government, Semi Government or Autonomous Institutions must apply through proper channel, otherwise their applications will not be considered.
- The Candidates' registration with PVMC is mandatory applying for the posts in Animal & Veterinary sciences.
- Only eligible shortlisted candidates will be called for Test / Interview. No TA/DA will be admissible for test/interview and original documents shall have to be produced at the time of interview.
- University will not be held responsible for non-receipt or late receipt of Call Letters for Test / Interview, and the issue shall be taken up with concerned courier service.
- Maximum age limit for Faculty Positions will be 55 Years while for administrative and support staff positions age limit will be 45 years.
- Less than 3.00 CGPA will be considered as 2nd division.
- Candidates having foreign degrees/certificates must provide equivalency certificate from HEC/PEC/IBCC Islamabad.
- The University reserves the right to increase/decrease/withhold or not to fill any advertised post.
- Incomplete applications or applications received after due date will not be entertained.
- Territorial Jurisdiction/Limits as notified by the Government of Khyber Pakhtunkhwa from time to time in light of Section 4 of the Khyber Pakhtunkhwa Universities Act, 2012 (amended up-to-date) is applicable on the advertised posts from BPS-01 to BPS-16.
- Disabled persons are encouraged to apply.
- All new recruitments; faculty, administrative or supporting staff will be made on CP Fund scheme.
- The applications should reach office of the Registrar on the address given below on or before **March 25, 2024**.
- Errors & Omissions, if any, will be subject to rectification by the University.

(ISB-G)

**REGISTRAR**

**UNIVERSITY OF AGRICULTURE,  
DERA ISMAIL KHAN**

**Fateh Mor, Indus Highway, Dera Ismail Khan. Ph. 0966-750153**