



NATIONAL SKILLS UNIVERSITY ISLAMABAD

Job Opportunities (Main Campus)

S. No	Name of the Position/No of Vacancies	Age Limit	Domicile	Qualification & Experience
1	Treasurer (BPS-20) [1] (03 years renewable tenure)	40-50	Merit	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 in the relevant field; or ii. (a) MS or M.Phil. (second division) 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 in the relevant field; or iii. (a) MBA in Finance or M. Com or ACCA or ACMA or M.Sc. (second division) in Economics or equivalent qualification from an institute or university recognized by Higher Education Commission; and (b) Twelve years' post qualification experience in the relevant field.
2	Director P&D (BPS-20) [1]	40-50	Merit	i. (a) Ph.D. in Economics or Engineering or Management Sciences or equivalent qualification from an institute or university recognized by Higher Education Commission; and (b) Eight years' post qualification experience in the relevant field; or ii. (a) MS or M.Phil. (second division) in Economics or Engineering or Management Sciences or equivalent qualification from an institute or university recognized by Higher Education Commission; and (b) Ten years' post qualification experience in the relevant field; or iii. (a) Master's degree or BS (second division) in Economic or Engineering or Management Sciences or equivalent qualification from an institute or university recognized by Higher Education Commission; and (b) Twelve years' post qualification experience in the relevant field.
3	Assistant Registrar (BPS-17) [1]	21-35	Merit	Master's degree or MBA or M. Com or MCS or ACMA or ACCA or BS (second division) or equivalent qualification from an institute or university recognized by Higher Education Commission.

Job opportunities

Sarmad Tanveer Campus Muridke on Contract Basis under the Project "Up-gradation of National Institute of Science and Technical Education (NISTE) Islamabad into Skill University" till June 2025.

S. No	Name of Position	Discipline/ No of Vacancies	Age	Qualification & Experience
1	Assistant Professor (BPS-19) i. Medical Laboratory Technology [2] ii. Computer Science [3] (Merit)		25-45	Ph.D in relevant field or equivalent qualification from an institute or university recognized by Higher Education Commission.
2	Assistant Engineer Civil (BPS-17) [1] (Punjab)		21-35	i. B.Sc. (second division) in Civil Engineering or equivalent qualification from an institute or university recognized by Higher Education Commission; and ii. Registered with Pakistan Engineering Council as Engineer in Civil.
3	Sub Engineer Electrical (BPS-14) [1] (Punjab)		18-30	Diploma of Associate Engineering in Electrical Engineering from a recognized institute.
4	Sub Engineer Civil (BPS-14) [1] (Punjab)		18-30	Diploma of Associate Engineering in Civil Engineering from a recognized institute.

Note:

- Foreign-qualified candidates must attach equivalence certificates from the Higher Education Commission (HEC).
- The quota for minorities and persons with disabilities will be strictly followed where applicable.
- All educational degrees/certificates/diplomas shall be from accredited institutes and other relevant bodies.
- All engineering/technology degrees shall be from institutions accredited with the National Technology Council Pakistan/PEC in the relevant disciplines and other relevant bodies.
- The NSU is an equal opportunity employer.

How to Apply:

- Please apply online on the NSU website: <https://nsu.edu.pk/jobs>. Take a print of the online application form and attach all required documents (attested copies of degrees, certificates, CNIC, two photographs, paid challan, etc.). The complete application must reach the address below on or before **09-08-2024**. The applications received after **09-08-2024** will not be entertained.
- The candidates must submit two complete sets of applications.
- The processing fee on the challan form (available at <https://nsu.edu.pk/jobs>) can be deposited in any branch of Habib Bank Limited. The university copy of challan must be attached to the application as per the following:
 - BPS 20 Rs. 5,000/-
 - BPS 19 Rs. 3,000/-
 - BPS 17 Rs. 1000/-
 - BPS 14 Rs. 500/-
- Candidates applying for more than one position must submit a separate application form along with a separate processing fee and documents.
- In-service candidates of public sector organizations should apply through proper channel and submit NOC along with the application. No application will be entertained without NOC.

- vi. Only those candidates who fulfill the prescribed eligibility criteria should apply.
- vii. The applicant must mention the post's name on the envelope's left corner.
- viii. Part-time, honorary, apprentice, and internee experience will not be considered.
- ix. General Age relaxation of 5 years has been clubbed in eligibility criteria available at the NSU website. However, age relaxation provided for other categories will be admissible as per relevant rules.
- x. No TA/DA will be admissible for appearing in the test/interview.
- xi. The University reserves the rights:
 - a. Not to fill any vacancy without assigning any reason thereof or consider a person for appointment in a lower cadre against the posts advertised if fulfilled the requirements of that post.
 - b. To shortlist the candidates based on academic qualification/test as may be determined by the university. Only eligible/shortlisted candidates will be called for test/interview.
 - c. To increase/decrease the number of vacancies as per the availability of funds.

Registrar

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