



NATIONAL SKILLS UNIVERSITY ISLAMABAD

Job Opportunities

TEACHING POSITIONS

S. No	Name of Position	Discipline/ No of Vacancies	Age	Qualification & Experience
Engineering, Information Technology and Computing Disciplines				
1	Professor (BPS-21)	i. Information/Software Engineering Technology [1] ii. Electrical Engineering Technology [1] iii. Civil Engineering Technology [1] iv. Mechanical Engineering Technology [1]	35-50	(i) Ph.D in relevant field or equivalent qualification from an institute or university recognized by Higher Education Commission: ii. (a) Fifteen years' teaching or research experience from an institute or college recognized by a Board or university recognized by Higher Education Commission or fifteen years' professional experience in the relevant field in a national or international organization; out of which five years must be teaching experience: or (b) Ten 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) Fifteen research publications in the journals recognized by Higher Education Commission/Pakistan Engineering Council/National Technology Council; out of which five publications must be within last five years.
2	Associate Professor (BPS-20)	i. Information/Software Engineering Technology [1] ii. Civil Engineering Technology [1] iii. Mechanical Engineering Technology [1]	30-50	(i) Ph.D in relevant field or equivalent qualification from an institute or university recognized by Higher Education Commission: ii. (a) Ten years' teaching or research experience from an institute or college recognized by a board or university recognized by Higher Education Commission or professional experience in the relevant field in a national or international organization; out of which two years must be teaching experience; or (b) 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/Pakistan Engineering Council/National Technology Council; out of which four publications must be within last five years.

3	Assistant Professor (BPS-19)	<ul style="list-style-type: none"> i. Information/Software Engineering Technology [1] ii. Electrical Engineering Technology [2] iii. Civil Engineering Technology [1] iv. Mechanical Engineering Technology [2] 	25-45	Ph.D in relevant field or equivalent qualification from an institute or university recognized by Higher Education Commission.
4	Lecturer (BPS-18)	<ul style="list-style-type: none"> i. Information/Software Engineering Technology [2] ii. Electrical Engineering Technology [2] iii. Civil Engineering Technology [2] iv. Mechanical Engineering Technology [1] 	21-35	<p>MS or M.Phil. (first division) in relevant field or equivalent qualification from an institute or university recognized by Higher Education Commission.</p> <p>Note: an applicant having 3rd division in academic career shall not be eligible, however, such applicant having the degree of Ph.D in the relevant field and has not more than one 3rd division in the entire academic career shall be eligible for the post.</p>

Disciplines other than Engineering, Information Technology and Computing Disciplines

1	Professor (BPS-21)	<ul style="list-style-type: none"> i. Medical Laboratory Technology [1] ii. Management Sciences (HRM, Finance, Marketing, Hospitality Management) [1] 	35-50	<p>(i) Ph.D in relevant field or equivalent qualification from an institute or university recognized by Higher Education Commission:</p> <p>ii. (a) Fifteen years' 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; or</p> <p>(b) Ten 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</p> <p>(iii) Fifteen research publications in the journals recognized by Higher Education Commission; out of which five publications must be within last five years.</p>
2	Associate Professor (BPS-20)	<ul style="list-style-type: none"> i. General Studies (Mathematics) [1] 	30-50	<p>(i) Ph.D in relevant field or equivalent qualification from an institute or university recognized by Higher Education Commission:</p> <p>ii. (a) Ten years' 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; or</p> <p>(b) 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</p> <p>(iii) Ten research publications in the journals recognized by Higher Education Commission; out of which four publications must be within last five years.</p>

3	Assistant Professor (BPS-19)	i. Medical Laboratory Technology [2] ii. Biotechnology [1] iii. Management Sciences [1] iv. Computer Science [1] v. General Studies (Mathematics) [2]	25-45	Ph.D in relevant field or equivalent qualification from an institute or university recognized by Higher Education Commission.
4	Lecturer (BPS-18)	i. Medical Laboratory Technology [2] ii. Management Sciences [2] iii. Computer Science [2] <u>General Studies:</u> i. English [1] ii. Pakistan Studies [1] iii. Islamic Studies [1]	21-35	MS or M.Phil. (first division) in relevant field or equivalent qualification from an institute or university recognized by Higher Education Commission. Note: an applicant having 3 rd division in academic career shall not be eligible, however, such applicant having the degree of Ph.D in the relevant field and has not more than one 3 rd division in the entire academic career shall be eligible for the post.

NON-TEACHING POSITIONS

S. No	Name of the Position/No of Vacancies	Age Limit	Domicile	Qualification & Experience
1	Registrar (BPS-20) [1] (03 years renewable tenure)	40-50	Merit	i.(a) Ph.D. from an institute or university recognized by Higher Education Commission; and (b) Eight years' post qualification 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 (second division) or equivalent qualification from an institute or university recognized by Higher Education Commission; and (b) Ten years' post qualification 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 (second division) or equivalent qualification from an institute or university recognized by Higher Education Commission; and (b) Twelve years' post qualification 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 (BPS-20) [1] (03 years renewable tenure)	40-50	Merit	i.(a) Ph.D. or equivalent qualification from an institute or university recognized by Higher Education Commission; and (b) Eight years' post qualification 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. (second division) or equivalent qualification from an institute or university recognized by Higher Education Commission; and

				<p>(b) Ten years' post qualification teaching or administrative or professional experience from a public or private institute or university recognized by Higher Education Commission or public sector organization; or</p> <p>iii. (a) Master's degree or BS (second division) or equivalent qualification from an institute or university recognized by Higher Education Commission; and</p> <p>(b) Twelve years' post qualification teaching or administrative or professional experience from a public or private institute or university recognized by Higher Education Commission or public sector organization.</p>
3	<p>Treasurer (BPS-20) [1]</p> <p>(03 years renewable tenure)</p>	40-50	Merit	<p>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</p> <p>(b) Eight years' post qualification experience in the relevant field; or</p> <p>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</p> <p>(b) Ten years' post qualification experience in the relevant field; or</p> <p>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</p> <p>(b) Twelve years' post qualification experience in the relevant field.</p>
4	<p>Director P&D (BPS-20) [1]</p>	40-50	Merit	<p>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</p> <p>(b) Eight years' post qualification experience in the relevant field; or</p> <p>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</p> <p>(b) Ten years' post qualification experience in the relevant field; or</p> <p>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</p> <p>(b) Twelve years' post qualification experience in the relevant field.</p>
5	<p>Additional Registrar (BPS-19) [1]</p>	35-50	Punjab	<p>i. (a) MS or M. Phil (second division) or equivalent qualification from an institute or university recognized by Higher Education Commission; and</p> <p>(b) Eight years' experience in the relevant field from a public or private institute or university recognized by Higher Education Commission or public sector organization; or</p>

				<p>i. (a) Master's degree or BS (second division) or equivalent qualification from an institute or university recognized by Higher Education Commission; and</p> <p>(b) Ten years' experience in the relevant field from a public or private institute or university recognized by Higher Education Commission or public sector organization.</p>
6	Deputy Registrar (BPS-18) [2]	25-45	KPK Merit	<p>i. (a) MS or M.Phil. (second division) or equivalent qualification from an institute or university recognized by Higher Education Commission; and</p> <p>(b) Three years' post qualification teaching or administrative experience from a public or private institute or university recognized by Higher Education Commission or public sector organization; or</p> <p>ii. (a) Master's degree or BS (second division) or equivalent qualification from an institute or university recognized by Higher Education Commission; and</p> <p>(b) Five years' post qualification teaching or administrative experience from a public or private institute or university recognized by Higher Education Commission or public sector organization.</p>
7	Deputy Treasurer (BPS-18) [1]	25-45	Sindh (U)	<p>i. (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</p> <p>(b) Three years' post qualification experience in the relevant field; or</p> <p>ii. (a) MBA (Finance) or M. Com or ACCA or ACMA or M.Sc. or BS (Second Division) in Economics or equivalent qualification from an institute or university recognized by Higher Education Commission: and</p> <p>(b) Five years' post qualification experience in the relevant field.</p>
8	System Administrator (BPS-18) [1]	25-45	Merit	<p>i. (a) MS or M.Phil. (second division) in Computer Science or Information Technology or Telecommunication System or equivalent qualification from an institute or university recognized by Higher Education Commission: and</p> <p>(b) Three years' post qualification experience in the relevant field; or</p> <p>ii. (a) Master's degree or BS (second division) in Computer Science or Information Technology or Telecommunication System or equivalent qualification from an institute or university recognized by Higher Education Commission: and</p> <p>(b) Five years' post qualification experience in the relevant field.</p>
9	Deputy Director (A&C/Estate Care) (BPS-18) [1]	25-45	Ex-FATA	<p>i. (a) MS or M.Phil. (second division) or equivalent qualification from an institute or university recognized by Higher Education Commission; and</p> <p>(b) Three years' post qualification experience in the relevant field; or</p>

				<p>i. (a) Master's degree or BS (second division) or equivalent qualification from an institute or university recognized by Higher Education Commission; and</p> <p>(b) Five years' post qualification experience in the relevant field.</p>
10	Assistant Director Admin & Coordination (A&C) (BPS-17) [1]	21-35	Punjab	Master's degree or BS (second division) or equivalent qualification from an institute or university recognized by Higher Education Commission.
11	Public Relations Officer (BPS-17) [1]	21-35	Sindh (R)	Master's degree or BS (second division) in Mass Communication or Media Studies or Journalism or Communication Studies or equivalent qualification from an institute or university recognized by Higher Education Commission.
12	Assistant Director (QEC) (BPS-17) [1]	21-35	KPK	Master's degree or BS (second division) in Social Sciences or Sciences or Management Sciences or equivalent qualification from an institute or university recognized by Higher Education Commission.
13	Assistant Registrar (BPS-17) [3]	21-35	Baluchistan [1] Punjab [2]	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.
14	Assistant Controller (BPS-17) [1]	21-35	ICT	Master's degree or BS (second division) or equivalent qualification from an institute or university recognized by Higher Education Commission.
15	Assistant Treasurer (BPS-17) [2]	21-35	Punjab Merit	MBA or M. Com or ACMA or ACCA or M.Sc. or BS (second division) in Economics or equivalent qualification from an institute or university recognized by Higher Education Commission.
16	Assistant Director P&D (BPS-17) [1]	21-35	Punjab	Master's degree or BS (second division) in Economics or Engineering or Management Science or equivalent qualification from an institute or university recognized by Higher Education Commission.
17	Computer Programmer (BPS-17) [1]	21-35	Punjab	Master's degree or BS (second division) in Computer Science or Information Technology or Telecommunication System or equivalent qualification from an institute or university recognized by Higher Education Commission.
18	Network Administrator (BPS-17) [2]	21-35	Punjab [2]	Master's degree or BS (second division) in Computer Science or Information Technology or Telecommunication System or equivalent qualification from an institute or university recognized by Higher Education Commission.
19	Assistant Engineer Civil (BPS-17) [2]	21-35	KPK AJK	<p>i. B.Sc. (second division) in Civil Engineering or equivalent qualification from an institute or university recognized by Higher Education Commission; and</p> <p>ii. registered with Pakistan Engineering Council as Engineer in Civil.</p>
20	Assistant Director Purchase & Store (BPS-17) [1]	21-35	(ICT)	MBA or M. Com or ACMA or ACCA or M.Sc. or BS (second division) in Economics or equivalent qualification from an institute or university recognized by Higher Education Commission.
21	Assistant Librarian (BPS-17) [1]	21-35	Punjab	Master's degree or BS (second division) in Library and Information Science or Information Sciences or Information Management or equivalent qualification from an institute or university recognized by Higher Education Commission.

Note:

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

How to Apply:

- i. 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 **24-05-2023**. The applications received after **24-05-2023** will not be entertained.
- ii. The candidates have to submit four complete sets of applications for the positions of **Professors / Associate Professors**, three for the post of **Assistant Professors/ Lecturer**, and two for **remaining positions**.
- iii. 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:

a.	BPS 20-21	Rs. 5,000/-
b.	BPS 19	Rs. 3,000/-
c.	BPS 18	Rs. 2,000/-
d.	BPS 17	Rs. 1000/-
- iv. Candidates applying for more than one position must submit a separate application form along with a separate processing fee and documents.
- v. 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. Age relaxation as per Government 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.
 - 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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