



NATIONAL SKILLS UNIVERSITY ISLAMABAD

Job Opportunities

TEACHING POSITIONS

Name of Post	BPS	No of Posts	Name of Post	BPS	No of Posts
Professor			Associate Professor		
Information/Software Engineering Technology	21	01	Information/Software Engineering Technology	20	01
Electrical Engineering Technology	21	01	Mechanical Engineering Technology	20	01
Civil Engineering Technology	21	01	Civil Engineering Technology	20	01
Mechanical Engineering Technology	21	01	General Studies (Mathematics)	20	01
Medical Laboratory Technology	21	01			
Management Sciences	21	01			
Assistant Professor			Lecturers		
Information/Software Engineering Technology	19	01	Information/Software Engineering Technology	18	02
Electrical Engineering Technology	19	02	Electrical Engineering Technology	18	02
Civil Engineering Technology	19	01	Civil Engineering Technology	18	02
Mechanical Engineering Technology	19	02	Mechanical Engineering Technology	18	01
Medical Laboratory Technology	19	02	Medical Laboratory Technology	18	02
Biotechnology	19	01	Management Sciences	18	02
Management Sciences	19	01	Computer Science	18	02
Computer Science	19	01	General Studies (Islamic Studies, English, Pak Studies)	18	03
General Studies (Mathematics)	19	02			

NON-TEACHING POSITIONS

Name of Post	BPS	No of Posts	Name of Post	BPS	No of Posts
Registrar	20	01	Assistant Director (QEC)	17	01
Controller of Examination	20	01	Assistant Registrar	17	03
Treasurer	20	01	Assistant Treasurer	17	02
Director P&D	20	01	Assistant Controller	17	01
Additional Registrar	19	01	Assistant Director (P&D)	17	01
Deputy Registrar	18	02	Assistant Director Purchase and Store	17	01
Deputy Treasurer	18	01	Computer Programmer	17	01
System Administrator	18	01	Network Administrator	17	02
Deputy Director (A & C/Estate Care)	18	01	Assistant Engineer Civil	17	02
Assistant Director (A&C)	17	01	Assistant Librarian	17	01
Public Relation Officer	17	01			

Important Note:

Those who already applied in response to our earlier advertisement of 07.04.2023 and their applications were received by the University upto 27-04-2023, need not apply afresh (list of such applicants can be seen on NSU website).

Eligibility Criteria:

The Eligibility Criteria for the above position can be seen at <https://nsu.edu.pk/jobs>

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

National Skills University Islamabad
Faiz Ahmed Faiz Road H-8/1, Islamabad