



THE WOMEN UNIVERSITY MULTAN

SITUATION VACANT

Applications are invited from dynamic motivated male (all positions) and Female preferably (Only for serial No.1) candidates only for the following posts in The Women University Multan. Application written on Performa available on website along with attested testimonials must reach the office of undersigned not later than **15-10-2014**. (Application Forms are available at www.wum.edu.pk).

Sr No.	Position	Qualification
1.	Junior Clerk (Contract Basis) (BS-7)	a) Intermediate, with two years office experience or higher education with some office work experience. b) Typing speed 40 words per minute (P.C Key Board/Electronic Type writer) or 30 words per minutes in Manual Type writer. c) Experienced in office work will be given preference.
2.	Lab Attendant (Contract Basis) (BS-5) Dept(Phy,Chy, Bio(MMG,Botany, Zoology) & IT	a) Matric with Science but for Life Sciences Biology in Matric / last degree. b) Preference will be given to the higher education in Science and having relevant experience. c) Age up to 30 years.
3.	Dispatch Rider (Contract Basis) (BS – 5)	a) Matric. b) Preference will be given to the higher education and relevant experience. c) Valid Motor Bike driving licence. d) Age up to 30 years.
4.	Driver (Contract Basis) (BS – 5)	(a) Matric. (b) Physically and Medically Fit. (c) Must have HTV/LTV valid Driving license preferably from Punjab. (d) Must have at least 5 years of experience of heavy/light transports vehicle. (Preferably experience of working in the Public Sector Organization). (e) Age limit up to 30 years. (f) Persons retired as driver HTV/LTV from Pakistan Army will be given preference and age relaxation up to 45 years.
5.	Security Guard (BS – 1)	(a) Matric. (b) Age Limit up to 30 years. (Relaxation will be give to retired army person). (c) Physically and mentally strong and preference will be given retired army person, having certificate of retirement from army and clearance from concerned government Authorities.
6.	Line Man (BS-5)	(a) Matric, however Preference will be given to person having Diploma in Electrical Engineering. (b) 5 years Practical Experience on HT/LT Lines. (c) Age limit up to 30 years. (d) Preference will be given to retired person from WAPDA as line man not more than 62 years and not penalized /involved in any inquiry/criminal activity.
7.	Plumber (BS-5)	(a) Matric. (b) 5 years of experience of domestic and Water Supply lines up to 2 cusecs will be preferred. (c) Preference will be given to person having Diploma in Plumbing by TEVTA . (d) Age up to 30 years.
8.	Carpenter (BS-5)	(a) Matric. (b) 5 years experience in the relevant field as a Carpenter. Preference will be given to person having Diploma in Carpentry by TEVTA . (c) Age up to 30 years.
9.	Attendant/ Naib Qasid (BS-1)	a) Matric. b) Experience will be given preference. c) Age up 30 years.

Terms and conditions:

- As per University rules (being established new University), the relaxation in upper age limit will be according to the excess sound experience of the candidate subject to maximum age limit of **45**.
- Candidates are required to submit **one (01)** set of application along with one recent passport size photograph and attested copies of Diploma/Certificate. In all cases, statement of experience must be supported by certificates from the employers. The application must accompany **Pay-order/Bank Draft** in favor of the Women University Multan as processing fee non-refundable **Rs. 500/-**
- University reserves the right to withhold/cancel the appointment against any/all advertised post without assigning any reason or increase any/all the number of posts. No candidate shall have the right to take legal action whatsoever.
- Incomplete applications or received after the closing date will not be entertained. No extra time will be allowed for postal transit etc.
- Candidates already in service should apply through proper channel/ N.O.C issued by the authority by due date and submit service certificates from their present and former employers.
- Driving related test(s) will be mandatory and no **TA/DA** or any other changes will be paid
- Only short listed candidate will be invited for interview in person accompanied by original documents and no **TA/DA** will be paid to them.
- University may held test for any of above posts and no TA/DA will be paid for test.
- The university reserves the right that certificates/documents of the selected candidates may be verified and the verification charges will be borne by the selected candidate.

Registrar

The Women University Multan