



# UNIVERSITY OF JHANG

## SITUATIONS VACANT **Advertisement No (1/2025)**

Applications are invited from qualified professionals for the following statutory positions on contract basis for a period of 3 years (non-extendable) from candidates having domicile of the Punjab (Pakistan). The required qualifications and experience for the following posts are as under:

Sr. No.	Name of Post with Scale of Pay / Description	Minimum Qualification
01	<b>Registrar (BS-20)</b>  <b>No. of Post: <u>01</u></b>  <b>Age limit: <u>(40-50 years)</u></b>	(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;  <b><u>OR</u></b> (ii) (a) MS or M.Phil. 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;  <b><u>OR</u></b> (iii) (a) Master's degree or BS (four years) (at least 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.
02	<b>Treasurer (BS-20)</b>  <b>No. of Post: <u>01</u></b>  <b>Age limit: <u>(40-50 years)</u></b>	(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;  <b><u>OR</u></b> (ii) (a) MS or M.Phil. in Finance or Commerce or Accounting or Auditing or Economics or equivalent qualification in from an institute or university recognized by Higher Education Commission; and (b) ten years' post qualification experience the relevant field; <b><u>OR</u></b> (iii) (a) MBA in Finance or M.Com or ACCA or ACMA or M.Sc. (at least 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.
03	<b>Controller of Examinations (BS-20)</b>  <b>No. of Post: <u>01</u></b>  <b>Age limit: <u>(40-50 years)</u></b>	(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;  <b><u>OR</u></b> (ii) (a) MS or M.Phil. 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;  <b><u>OR</u></b> (iii) (a) Master's degree or BS (four years) at least 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.
<b>Note: Pay, Leave, Perks &amp; Privileges as admissible to a Government Servant in BS-20</b>		

### **Terms & Conditions:**

1. Candidates are advised to read all terms and conditions and instructions of the Advertisement carefully in order to submit their online applications complete in all respects.
2. Interested applicants are required to apply through prescribed job application form available at university website (<https://uoj.edu.pk>) and **MUST** also submit the application form (hard form) along with required documents.
3. **Three sets of** the application dossier duly bound on the prescribed proforma along with detailed CV and attested documents (Degrees/Certificates/Transcripts, experience certificates, CNIC, Domicile (Punjab), 2-recent photographs etc. should reach the Registrar Office, University of Jhang on or before the closing date.
4. Applicants already working in Government / Semi-Government organizations / Autonomous Bodies should apply through proper channel by due date along with No Audit / No Inquiry / No Demand Certificate; **otherwise, their applications will not be entertained.** However, the University may entertain advance copies (subject to provision of NOC / Certificates within the 15 days after the last date of submission of applications.
5. The University reserves the rights to not fill any post, withhold the appointment against any advertised post or accept/reject any application without assigning any reason.
6. The responsibility of authenticity/ genuineness of the documents / data provided / given with the application will rest absolutely on the applicant. In case any information provided by the applicant in his / her application form is found incorrect or false at any stage, he / she will be disqualified and action will be taken under the Rules.
7. Dismissed / terminated from the service or penalized, by any of the University / Government Department / Autonomous Body / Semi Government / Service Tribunal or any court of Law are not eligible to apply against aforementioned posts.
8. Only the post qualification experience of BS-17 and above or equivalent is acceptable for appointments.
9. Experience in private entities shall only be accepted if such entity is registered with SECP, Registrar of Firms of any other regulatory authority.
10. Experience from Firms/ Companies/ Institutions/ Organizations/ Banks/ NGOs etc., will be accepted if these are well known nationally or internationally, have appropriately been registered/ incorporated with concerned government department/ institution for doing business, maintain office (s) and have proper registration number/ reference number, where applicable.
11. The experience gained on Daily Basis, Part time, Visiting, Honorary / self-employed and apprentice/ internee/research scholar/research associate/teaching assistant will not be considered/ counted as experience.
12. The applicant(s) having foreign degree must attach HEC/IBCC equivalence certificate (issued & Attested by the HEC/IBCC) with the application form.
13. Age Relaxation in upper age limit may be granted as per the Government/ University rules.
14. It is mandatory for applicants to deposit the fee amount of RS. 5000/- (Nonrefundable) account no 6510198074500019 in any Branch of BOP. The application form/s without processing fee shall not be considered / entertained.
15. The hiring process is subject to the approval of the Competent Authority.
16. The University is not responsible for delays in receiving call letters for interview due to courier's lapses.

17. All previous advertisements published by University of Jhang shall stand cancelled, subsequently applicants are required to submit afresh applications / dossier along with Original Paid Challan Form. Note: (No pervious application / dossier and challan form shall be considered against newly advertised positions)
18. All terms and conditions, rules and regulations, perks and privileges, contributions and decisions of University of Jhang / Government of the Punjab / Federal Government shall apply to the incumbents appointed against the instant advertisement.
19. Only shortlisted candidates, meeting the criteria, will be called for interview and shortlisting of the applicants shall be made in accordance with the procedure laid down by the University.
20. Incomplete/unsigned & applications received after the due date will not be entertained

**Last Date for Submission** of Applications: Application on Prescribed Form, complete in all respects, should reach the Registrar Office by August 18, 2025.

**REGISTRAR**

**IPL 3778**

UNIVERSITY OF JHANG

12-KM Chiniot Road, Jhang Tel.

047-7671240

  
Ghulam Ghous  
Registrar,  
University of Jhang  
**Registrar**  
**University of Jhang**