



**SHAHEED BENAZIR BHUTTO WOMEN
UNIVERSITY PESHAWAR
POSITIONS VACANT
Advertisement No. 4/2017**

Applications on prescribed form are invited from Pakistani nationals for the following regular positions at Shaheed Benazir Bhutto Women University, Peshawar.

S.No	Post and Department	No. of Posts	Qualification/Experience
1.	Registrar (BPS-20) (Male/ Female) (Preference will be given to Females)	01	First division degree (16 years education) from an HEC recognized University/Institution with 17 years teaching/administrative experience in a University/Government Department or a recognized autonomous body in BPS-17 or its equivalent or above.
2	Controller of Examination (BPS-20) (Male/ Female) (Preference will be given to Females)	01	First division degree (16 years education) from HEC recognized University/ DAIs with 17 years' relevant administrative/teaching experience in a University or Government Department or a recognized autonomous organization, in pay scale 17 or its equivalent or above.
3	Treasurer (BPS-20) (Male/ Female) (Preference will be given to Females)	01	First division degree (16 years education) in Business Administration (with Specialization in Finance) or Commerce from HEC recognized University/ DAIs or Member PIPFA (FPA) with 17 years' experience in financial management / Accounts in a University or a Government Department or a recognized Autonomous Organization in pay scale 17 or its equivalent or above.
4.	Provost (BPS-20) (Female)	01	First division degree (16 years education) from HEC recognized University/ DAIs with 17 years' Teaching/administrative experience of Hostel Management in a University or a Government Department or a recognized Autonomous Organization in pay scale 17 or its equivalent or above.
5.	Additional Registrar (BPS-19) (Male /Female) (Preference will be given to Females)	01	First division degree (16 years education) from HEC recognized University/ DAIs with 12 years' relevant experience in a University or Government Department or recognized autonomous organization; in pay scale 17 or its equivalent or above.

6.	Deputy Director Planning & Development (BPS-18) (Male/Female)	01	First division (16 years education) from HEC recognized University/ DAIs with 5 years' experience, in the relevant field in a University or a Government Department or recognized Autonomous Organization in pay scale 17 or its equivalent or above.
7.	Assistant Registrar (BPS-17) (Female)	02	First division degree (16 years education) from HEC recognized University/ DAIs
8.	Assistant Librarian (BPS-17) (Female)	01	First division degree (16 years education) in Library Sciences from HEC recognized University/ DAIs
9.	Assistant Director Works (Civil) (BPS-17) (Male)	02	First division B.Sc. degree in Civil/Electrical Engineering from a recognized University or First division B.Tech (Hons) Civil with 02 years relevant experience or equivalent qualification.
10.	Assistant Director Planning & Development (BPS-17) (Female)	1	First division degree (16 years education) from HEC recognized University/ DAIs

Complete application forms along with attested photocopies of educational testimonials, experience certificates, No Objection Certificate in case of In-service personnel, a recent passport size photograph, copy of computerized National Identity Card and a bank receipt of Rs.2500 /- in case of serial no. 1 to 4, Rs.2000/- in case of serial no. 5 and Rs.1000/- in case of serial no. 7 to 10 to be deposited in account No. 09597900092301 in Habib Bank Ltd, Super Market Center Peshawar Cantt OR in case of out-station Bank Draft in the name of Vice-Chancellor Shaheed Benazir Bhutto Women University, Peshawar. The applicants are required to submit all the above documents to office of the Assistant Registrar (Meetings), Shaheed Benazir Bhutto Women University, near Qila Bala Hisar Peshawar on or before **25.07.2017**.

Incomplete applications and those received after due date shall not be entertained.

Contact number & complete address must be given in the application.

NOTE: The University reserves the right to increase or decrease the number of posts, not to fill any post OR reject any application. Application forms are available on University website. Website: www.sbbwu.edu.pk

**Assistant Registrar (Meetings)
Shaheed Benazir Bhutto Women University, Peshawar
Phone No. 091-9212442**