



**SHAHEED BENAZIR BHUTTO WOMEN
UNIVERSITY PESHAWAR**

Phone No. 091-9212442

**POSITIONS VACANT
Advertisement No. 2/2017**

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

S.No	Post and Department	No. of Posts	Qualification/Experience
1.	Controller of Examination (BPS-20) (Female, Regular)	01	First division Masters degree with 17 years' experience of teaching and examination work in a University or Board of Education in pay scale 17 or its equivalent or above.
2.	Assistant Professor (TTS) (Female) i. Management Sciences ii. Physics iii. Mathematics	02 01 02	Ph.D/relevant terminal qualification from a recognized institution and excellent written communication skills as well as excellent presentation skills.
3.	Additional Controller of Examination (BPS-19) (Female, Regular)	01	First division Masters degree with 12 years' experience of teaching and examination work in a University or Board of Intermediate & Secondary Education in pay scale 17 or its equivalent and above.
4.	Lecturer (BPS-18) (Female, Regular) i. English ii. Management Science	01 02	First Class Masters degree (B Grade). OR Second Class Masters degree with M.Phil or equivalent degree awarded after 16 years of education in the relevant field with no 3 rd division in the academic career from an HEC recognized University/ Institution.
5.	Resident Warden (BPS-17) (Female, Regular)	01	First division Masters degree with five years' experience of Hostel Management/ Students' Affairs in a University or post graduate educational institution.
6.	Sub Editor (BPS-17) (Male/Female, Regular)	01	First division Masters degree in Journalism/ Computer Science/ English with 05 years experience; or Second Class Master's degree with 10 years' experience in the relevant field in a University or a Government Department or an Autonomous Organization in BPS-16.
7.	Research Associate (BPS-16) (Female, Regular)	01	<ul style="list-style-type: none">• Masters degree (preference will be given to MPH / Computer Sciences / IT / Statistics degree holders).• Strong conceptual and analytical skills.• Good communication and report

			<ul style="list-style-type: none"> • writing skills in English • Command on MS Office, SPSS and NVIVO • Familiarity with current research methodologies • Capability to manage multiple tasks and meet stringent deadlines and ability to work well in teams • Willing to travel within the country
8.	Accountant (BPS-16) (Male/Female, Regular)	02	MBA/M.Com in at least 2 nd division from a recognized University . OR BBA/ B.Com in at least 2 nd division from a recognized University with 3 years' experience in the relevant field.
9.	Office Assistant(BPS-16) (Male, Regular)	01	Second class Bachelor's Degree from a recognized University.
10.	Photographer (BPS-11) (Male/Female, Regular)	01	i. Matric in at least 2 nd division ii. Certificate in Photography from a recognized Institute iii. Three years' experience in Portrait/ Landscape photography with appropriate knowledge and practice of commercial photography.

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, Rs.2000/- in case of serial no. 2 & 3, Rs.1000/- in case of serial no. 4, 5, 6 and Rs.500/- 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 **15.05.2017**. **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**