



THE BEGUM NUSRAT BHUTTO WOMEN UNIVERSITY SUKKUR

JOB OPPORTUNITIES

Applications are invited from qualified candidates domiciled in the province of Sindh for the recruitment of following positions:

No.	Name of the Post and Pay Scale	No of Posts	Field/Discipline	Qualification/Experience
1	Office Superintendent (BPS-16) Age Max. 35Y	02	General Administration	Minimum masters degree (16 years of education) plus two years working experience in the similar capacity at public or private sector organization of good repute. Proficient in MS office suite.

INSTRUCTIONS & FURTHER INFORMATION:

- Only Sindh domiciled are eligible.
- Females are encouraged to apply.
- Positions are contractual for 02 years.
- Candidates who are already serving in Government/Semi-Government and Autonomous bodies should apply through proper channel accompanied by NOC from the employer and such incumbents will be responsible for getting themselves relieved properly from their departments. An advance copy of the application(s) on prescribed form may be sent, so as to reach within due date.
- Maximum age limit given for the post is relaxable in case of evident high performance record. However, there shall be no relaxation for qualification, publications.
- The complete application must reach the office **on or before October 28, 2021** during the office hours along with payment of Rs.1000/- through Bank Challan/DD (nonrefundable) in favour of Begum Nusrat Bhutto Women University Sukkur.
- Applications should include Cover Letter mentioning Post applied for, application form (can be downloaded from website), detailed resume, two latest photographs, and duly attested Photo copies of Certificates/ degrees, names and contact of two references.
- Incomplete applications i.e. without educational, professional, experience certificates, processing fee etc. or applications received after the specified date shall not be entertained.
- The University reserves the right for cancellation of advertised post(s) partly or as a whole.
- Only short listed candidates will be called for test/interview for one post only.
- Canvassing in any manner will disqualify the candidate.
- No TA/DA will be paid for appearing in the test/interview.
- For more queries and information. Email: **hr@bnbwu.edu.pk**

Address:

Director (HR)

The Begum Nusrat Bhutto Women University
Campus @ Aror University Rohri Bypass, Sukkur.

Tel: 071-9311202