



WOMEN UNIVERSITY, SWABI

Khyber Pakhtunkhwa-Pakistan

Positions Vacant

(Advertisement No. 01/2026)

Applications are invited from Pakistani qualified & eligible individuals for appointments against the following vacant positions purely on contract basis under the relevant clause of the Khyber Pakhtunkhwa Universities (Amendment) Act, 2024, initially for a period of one year extendable upon satisfactory performance at Women University Swabi, Khyber Pakhtunkhwa, Pakistan.

S.N	Position	Eligibility
1.	Junior Clerk (BPS-11) No. of Position: 04 (Male: 02 Female: 02)	<ul style="list-style-type: none">Intermediate or equivalent at least 2nd division qualification with a speed of 30 words per minute in typing and adequate computer literacy.Upper age Limit : 35 years
2.	Security Guard (BPS-05) No. of Position: 06	<ul style="list-style-type: none">Retired Defence Forces personnel with good physique.Maximum age limit not more than 45 years (in case of retirement from armed forces).Preference will be given to SSG retired officials.Upper age Limit : 40 years

Terms & Conditions.

- 1 Applicants should apply only on the prescribed form available at university website: www.wus.edu.pk.
- 2 The applicants are required to visit the University's web page on a regular basis for updates in the process.
- 3 A Bank draft in favor of M/S Women University, Swabi OR online deposit to Account No. **238739974** United Bank Limited, Swabi Branch (0323) of **Rs. 1000/- for BPS-11** and **Rs. 500/- for BPS-05** Original Bank draft/online deposit slip, attested photocopies of all DMCs, degrees, certificates, experience certificates, CNIC, (03) recent passport size photographs, must be attached with the job application form.
- 4 Candidates serving in Government, Semi Government and Autonomous Bodies should process their applications through proper channel.
- 5 Any change in contact details must be reported immediately to the Registrar Office.
- 6 The University reserves the right to increase or decrease the number of post(s) according to the need of various departments and reserves the right not to fill/withdraw any post/withhold the appointment against any advertised post(s)/cancel the whole advertisement without assigning any reason.
- 7 Candidates applying for more than one position should submit separate forms with all relevant copies and separate bank draft/deposit slip.
- 8 Only short-listed/eligible candidates will be called for test/interview. University will not be held responsible for any delay at part of the courier/mail service provider.
- 9 Incomplete application form(s), not supported by required documents and documents with ambiguity shall not be acceptable.

- 10** In case any information provided by the candidate in application form(s) is found to be incorrect or false at any stage, he/she will be disqualified, and action will be taken under the rules.
- 11** No TA/DA will be given for attending the test/interview.
- 12** All applications must reach the office of the undersigned on or before **January 21, 2026 (4:00 PM)**.
- 13** Applications received after the closing date may not be entertained, even posted before the closing date.

Note: Errors, Omission (if any) are liable to rectification by the University.

ADDITIONAL REGISTRAR
Women University, Swabi
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