

Women University Swabi
Vacant Positions
(Advertisement NO. 07/2022)

Applications are invited from qualified Individuals on prescribed form, available at University Web site .www.wus.edu.pk for *“the implementing a World Bank funded project “Higher Education Development in Pakistan (HEDP)” to support the HEC Vision 2025. The Development Objective(s) of the HEDP project include strengthening the governance in the higher education sector and for supporting the financial autonomy of universities by enhancing revenue generation from non-traditional sources”* for the following vacant positions at Women University Swabi

No	Positions	Eligibility Criteria	Upper age	Status
1	University Fund’s Development Officer (UFDO) (BPS-17)	First Division Master’s Degree in Management Sciences/Commerce/Economics (16 years) from HEC Recognized University/Institution. (Two years relevant experience in the field of Fund development in National/International organization will be preferred)	35	Contract Basis
2	UFDO office Assistant(BPS-14)	Bachelor Degree in Mgt Sciences/Commerce at least 2 nd division from HEC Recognized University/Institution. (One year relevant experience will be preferred)	35	Contract Basis

Terms and Condition

- 1 Applicants should apply only on prescribed form available at University website: www.wus.edu.pk applicants are required to visit the University’s web page on regular basis for updates in the process.
- 2 A Bank draft in the name of Treasurer, Women University, Swabi OR online deposit to **Account No. 238739974**
United Bank Limited, Swabi Branch (0323) of for BPS-17, Rs. 2000/- for BPS-14, Rs. 1500/- 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 Application Form.
- 3 Candidates serving in Government, Semi Government and Autonomous Bodies should process their applications through proper channel
- 4 Any change in contact details must be reported immediately to the Registrar Office.
- 5 The University reserves the right to cancel the whole advertisement or not to fill any advertised post without mentioning any reason.
- 6 Candidates applying for more than one position should submit separate forms with all relevant copies and separate bank draft.
- 7 Only short-listed candidates will be called for test/interview. University will not be held responsible for non-receipt or late receipt of call letters for test/interview.
- 8 All applications must reach to the office of the undersigned on or **before October 15, 2022 at 04:00pm** incomplete applications or applications received after the due date will not be considered.
- 9 No TA/DA will be given for attending the test/interview.

Errors and omissions, if any, will be rectified by the University.

REGISTRAR
Women University, Swabi
Phone: 0938-221138 & 0938-22422