



UNIVERSITY OF POONCH RAWALAKOT

SITUATION VACANT

Applications on prescribed form are invited for the following teaching / administrative positions to be filled on Regular / Contract / TTS Basis:

| 1. Faculty Positions | | | |
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| No. | Name of Post and Department | No. of Posts | Eligibility Criteria |
| 1- | Professor (Regular) BPS-21 Soil & Environmental Sciences | 01 | As per Higher Education Commission (HEC) criteria Age limit: 40-45 Years |
| 2- | Associate Professor (Regular) BPS-20 Business Administration | 01 | As per Higher Education Commission (HEC) criteria Age limit: 40 Years |
| 3- | Assistant Professor (Regular) BPS-19 i. Business Administration (01) ii. Computer Science & IT (04) iii. Law (01) iv. Mathematics (02) v. Pharmacy (01) vi. Electrical Engineering (01) vii. Food Science & Technology (01) | 11 | As per Higher Education Commission (HEC) criteria Age limit: 40 Years |
| 4- | Assistant Professor (TTS) i. Islamic Studies (Arabic) (01) ii. Bio-Technology (01) iii. Eastern Medicine & Surgery (01) iv. Environmental Sciences (01) v. Plant Pathology (01) | 05 | As per Higher Education Commission (HEC) criteria |
| 5- | Lecturer (Regular) BPS-18 i. International Relation (01) ii. Law (01) iii. English (Literature) (01) iv. Data Science / Artificial Intelligence (02) v. Chemistry (01) vi. Mathematics (01) vii. Pharmacy (05) viii. Eastern Medicine & Surgery (02) ix. Plant Pathology (01) | 15 | As per Higher Education Commission (HEC) criteria Age limit: 40 Years |
| 6- | Lecturer (Contract) BPS-18 Computer Science & IT (Leave Vacancy) | 01 | As per Higher Education Commission (HEC) criteria Age limit: 40 Years |
| 2. Administrative / Support Staff Positions | | | |
| 1- | Secrecy Officer (Regular) BPS-17 | 01 | Master degree / BS or equivalent degree (16 years education) at least 2 nd division (or CGPA 2.5 out of 4.0) from HEC recognized University / Institution. Age: 21-40 Years |
| 2- | Assistant Programmer / Assistant Web Administrator (Regular) BPS-16 | 01 | Master / BS (16-years of education) in Computer Science / IT or equivalent qualification with at least 2 nd Division. Professional Certification of beginners' level in any of the programming language / tool. Age: 18-40 Years |
| 3- | Driver (Regular) BPS-05 | 05 | Matric at least 2 nd division with a valid HTV including PSV license and having 3 years of experience of heavy duty driving. OR Middle with a valid HTV including PSV license and having 5 years of experience of heavy duty driving. Age: 18-40 Years |

GENERAL INSTRUCTIONS

- Candidates are required to submit attested copies of their degrees, photos, result cards, transcripts & certificates (dully attested by the concerned educational Board and HEC (where applicable), research publications (where applicable) along with application on prescribed form in-person or send by mail (General Post) to the Registrar, University of Poonch Rawalakot.
- Candidates applying for more than one post shall submit separate application forms for each post applied with required documents completed in all respects.
- Application form(s) can be obtained from the Office of Registrar, University of Poonch Rawalakot, during office hours after payment of Rs. 4000/- (for BPS-19 and above), Rs. 2000/- (for BPS-17 & 18) and Rs. 1000/- (for BPS-16 & below) on Habib Bank Challan in favor of the Treasurer, University of Poonch Rawalakot. OR can also be downloaded from the University Website www.upr.edu.pk and sent along with bank draft in the name of the Treasurer, University of Poonch Rawalakot.
- Candidates must mention the category i.e. BPS or TTS separately.
- The candidates, who had already applied for the positions of Assistant Professor (Food Science & Technology), Lecturers (Pharmacy) and Secrecy Officer through earlier advertisements, their previous applications shall be considered.
- Candidates applying for the posts of Professor / Associate Professor are required to submit applications on prescribed form with **FIVE Sets** of the testimonial along with the publications.
- Age limit shall not be applicable to regular in-service University employees. In-service candidates must apply through proper channel to avail relaxation in upper age limit.
- Foreign degree holders must provide equivalence certificate issued by the HEC.
- The candidate must attach Marks Obtained / Total Marks Certificate of all degrees along with application form, CGPA is not acceptable. Otherwise, conversion of CGPA into percentage formula of UPR shall be applied.
- The relevant experience claimed by the applicants shall only be considered, if supported by documentary proof.
- The terminal qualification of the candidates must be registered with the relevant Council / regulatory body.
- The terminal qualification of the candidates must be in relevant subject / field, however, preference will be given to those having all their academics in relevant subject/ field.
- Preference will be given to AJ&K nationals.
- The University reserves the right of cancellation of advertised posts partially or totally, as deemed necessary.
- Applicants will be short listed on the basis of written test (where required) in their respect fields.
- Application forms indicating the posts should reach the office of the Registrar, University of Poonch Rawalakot, on or before 19-04-2024.
- Applications (complete/incomplete) received after the due date will not be entertained.

REGISTRAR

University of Poonch Rawalakot, Main Campus, Shamsabad, Post Code: 12350
Phone No. 05824-960053, email: registrar@upr.edu.pk, website: www.upr.edu.pk