



PEOPLES UNIVERSITY OF MEDICAL & HEALTH SCIENCES FOR WOMEN

Nawabshah, District Shaheed Benazirabad. Tel: (0244) 937 0249 - 55
Fax: (0244) 937 0263 Email: hr@pumhs.edu.pk Web: www.pumhs.edu.pk

Ref. No. PUMHS/SBA/HR/2058

JULY 18, 2019

Applications are invited on prescribed Forms from the **Qualified/ Eligible Candidates** for the following **Teaching & Non-Teaching Faculty Positions at Peoples University of Medical & Health Sciences for Women, Shaheed Benazirabad on Regular Basis.**

S#	Post & BPS	Eligibility Criteria & Age Limit	No. of Vacant Posts	S#	Post & BPS	Eligibility Criteria & Age Limit	No. of Vacant Posts
01	Registrar (3-Year Tenure) (BPS-20)	MBBS OR equivalent Degree duly recognized by HEC/PM&DC OR having Ph.D/Masters in Public Administration. Minimum 15 Years purely administrative experience from Mid to Senior Management Positions (from BPS-17 to BPS-20) including experience as Registrar or equivalent status position in Government/ Public Sector University/ Institute/ Board. The candidate having less than 15years experience shall not be shortlisted. The Candidates must be fully conversant with the rules and regulations of administration prevailing in the Government Departments and autonomous organizations. Besides the candidate must have full knowledge of conduct the meetings of statutory bodies, preparation of Agenda & working papers etc. Preference will be given to those having experience in Medical University. Age Limit: 50 Years	01	10	Additional Registrar (BPS-19)	At least 2nd Class Masters Degree MBBS/BDS from HEC recognized University OR having Ph.D/Masters in Public Administration with 10 Years administrative experience in BPS-17 & above in a University/ Institute/ Government / Semi Government/ Autonomous body. The Candidates must be fully conversant with the rules and regulations of administration prevailing in the Government Departments and autonomous organizations. Besides the candidate must have full knowledge of conduct the meetings of statutory bodies, preparation of Agenda & working papers etc. Preference will be given to those having experience in Medical University. Age Limit: 45 Years	01
02	Controller of Examinations (3-Year Tenure) (BPS-20)	MBBS with Postgraduation in Medical Subjects duly recognized by PM&DC/HEC with minimum 15 Years Teaching /Administrative Experience. or Ph.D/ Masters in Public Administration (Strictly FIRST CLASS) with 17 years experience purely related to examinations at Medical universities/Recognized medical colleges at the level of BPS17 and above. Age Limit 50 Years	01	11	Additional Controller of Examination (BPS-19)	Atleast 2ndClass Masters Degree OR MBBS/ BDS with medical/dental Post graduation from HEC recognized University with 10 years experience related to examinations in BPS-17 & above in a University/ Institute/ Government / Semi Government/ Autonomous body and being well versed with the rules/ regulations/ legal knowledge related to examination affairs of recognized University would be an additional advantage. Preference will be given to those having experience in Medical University. Age Limit: 45 Years	01
03	Director Human Resources (BPS-20)	At least 2nd class Masters Degree in Human Resource Management from HEC recognized University with 15 Years post qualification experience related to Human Resource Management/ Policies in BPS-17 & above in the in the University/ Institute/ Government/ Semi Government/ Autonomous bodies. Preference will be given to those having experience in Medical University. Age Limit: 50 Years	01	12	Transport Officer (BPS-17)	Atleast 2nd Class B.E (Mechanical) with 05 years experience of transport work and knowledge of Auto Machines/ Machinery in BPS-16 & equivalent in a University/ Institute/ Government / Semi Government/ Autonomous bodies / reputable private organization. OR B-Tech. 1st Class with 08 Years experience of transport work and knowledge of Auto Machines/ Machinery in University/ Institute/ Government / Semi Government/ Autonomous bodies. Age Limit: 40 Years	01
04	Director Planning & Development (BPS-20)	At least 2nd class Masters Degree in Civil/ Business Administration/ Statistics with no 3rd division in academic career from HEC recognized University/ Institute. Minimum 15 Years post qualification relevant experience in BPS-17 & above in a reputable Public Sector University/ Institute/ Government/ Semi Government/ Autonomous bodies. He shall be responsible for the planning & development of the University and shall present the development plans & proposals to the Finance & Planning Committee and other relevant authorities of the University. Age Limit: 50 Years	01	13	Accounts Officer (BPS-17) 1. Pension & Statutory Bodies 2. Payroll 3. Disbursement & Taxation	At least 2nd Class Master's Degree/ MBA/MPA/ M.Com from HEC recognized University with 04 years experience in Finance out of which minimum 03 years in the relevant field (Pension & Statutory Bodies, Payroll, Disbursement), in HEC recognized University /Institution /Government/Semi-Government / Autonomous bodies. Experience in Medical University/ College would be preferred. Age Limit: 40 Years	03
05	Director Works & Services (BPS-20)	B E (Civil) preferably in 1st Class or equivalent qualifications from HEC recognized University with 15 years professional experience in design and construction of RCC building and structures, roads, water supply and sanitary working post or designation equivalent to BPS-17 & above in Project Directorate or Engineering Department of Government / Semi Government/ Autonomous body. Age Limit: 50 Years	01	14	Senior Lecturer/ Senior Demonstrator (BPS-19)	MBBS with House Job minimum 12 Years purely Basic Sciences teaching experience as Lecturer/Demonstrator in BPS-17 or above in a recognized Medical College/University. Age Limit: 45 Years	06
06	Director Postgraduate Studies (3-Year Contract) (BPS-20)	MBBS/BDS with post graduation qualification OR MS/MD/MPH/ M.Phil/ FCPS/Ph.D with minimum 15 Years relevant experience in an HEC recognized University or a postgraduate institution. Preference will be given to those having experience in Medical University. Age Limit: 50 Years	01	15	Senior Lecturer/ Senior Demonstrator (BPS-20)	MBBS with House Job minimum 17 Years purely Basic Sciences teaching experience as Lecturer/Demonstrator in BPS-17 or above in a recognized Medical College/University. Age Limit: 50 Years	06
07	Director Quality Enhancement Cell (BPS-20)	Ph. D/ Masters in relevant discipline from HEC recognized University/ Institute with minimum 08 Years relevant experience out of which minimum 02 Years shall be exclusively in the field of Quality Assurance in Higher Education. The successful candidate must have a clear vision and depth of knowledge in the field of Quality Assurance and Higher Education. Preference will be given to those having experience in Medical University. Age Limit: 50 Years	01	16	Lecturer/ Demonstrator (BPS-18)	Anatomy 02 Bio-Chemistry 01 Community Medicine 03 Forensic Medicine 02 Pathology 05 Pharmacology 02 Physiology 03 Eligibility Criteria: As per PM&DC / HEC Criteria. There will be subject specific written test to short list the number of candidates. Preference will be given to those candidates having specific subject experience. Age Limit: 40 Years	
08	Director Medical Education (BPS-20)	MBBS/BDS with Ph.D/ Maters in Medical Education. Minimum 08 Years Teaching Medical Education experience in BPS-17 or above in a University/ Institute/ Government / Semi Government/ Autonomous body/ well reputed private organization/ Institute. Preference will be given to those having experience in Medical University. Age Limit: 50 Years	01	17		Anesthesiology Eligibility Criteria: MCPS/DA Anesthesiology. Age Limit: 40 Years	04
09	Chief Librarian (BPS-19)	At least 2nd Class Masters Degree in Library Science from HEC recognized University with 12 Years experience in Library Administration/Management in BPS-17 & above in a University/ Institute/ Government / Semi Government/ Autonomous body. Preference will be given to those having experience in Medical University. Age Limit: 45 Years	01	INSTITUTE OF PHYSIOTHERAPY & REHABILITATION SCIENCES			
				18	Lecturer Physiotherapy (BPS-17)	Eligibility Criteria: PPDP Degree awarded after 18 years of education from HEC recognized University/Institution. No Teaching Experience required. Age Limit: 35 Years OR DPT Degree awarded after 17 years of education from HEC recognized University/Institution with 1 year Experience in the relevant field. Age Limit: 35 Years	08

APPLICATION PROCEDURE:

- Prescribed Application Forms may be obtained from the Office of the Registrar, PUMHSW, Nawabshah (SBA) on production of Demand Draft amounting to Rs. 2500/- (Non-Refundable) issued in favour of Vice-Chancellor, PUMHSW (SBA) for each Post or the prescribed Application form can be downloaded from our Website: www.pumhs.edu.pk and Applications may be sent along with all relevant documents to the Registrar PUMHSW, (SBA) supported by Original Demand Draft amounting to Rs. 2500/- (Non-Refundable) issued in favour of Vice-Chancellor PUMHSW, Nawab Shah (SBA), through Certified Mail/Courier Service only. No Postal Transit Delay will be accepted.
- Application Forms with Full Particulars must include CV, Three (3) Recent Passport Size Photographs, Two sets of Attested Photocopies of relevant Education/Experience/Residential Documents i.e. Domicile PRC/Form "D" and valid CNIC Matriculation Pacca Certificate/Marks Sheet and all other Degrees, Credentials including (where required) Valid PM&DC Registration Certificate, Revised PM&DC Experience Certificate and copies of Research Publications. (Where required)
- The required Documents are to be submitted at the time of submission of Application Forms and No Further Communication regarding Application will be made after the Due Date.
- Application(s) on Plain Papers and/or Only CV will not be entertained.

LAST DATE FOR SUBMISSION OF APPLICATION: 9th AUGUST 2019

TERMS & CONDITIONS:

- Only Sindh Domiciled candidates can apply.
- PM&DC/HEC Eligible Candidates will be considered only for teaching posts.
- Age Limit is Relaxable as per Government Policy.
- Only for Tenure/Contract Posts, 50 Years age is relaxable in cases when the candidate possesses more desirable qualifications and experience and when a suitable candidate is not available on the prescribed age limit.
- Only Short Listed Candidates will be called for Written Test & Interview.
- University reserves the right to Cancel Any Advertised Post(s) partly or as whole.
- Incomplete Application (s), in any manner shall NOT be entertained and Canvassing in manner will Dis-qualify the Candidate.
- Those Candidates who are working in Government/Semi-Government/Autonomous bodies should apply through Proper Channel along with Departmental Permission (NOC) and Advance Copy of the Application Form(s) must also be received in the Office within Due Date. Without NOC candidates will not be allowed in the Written Test & Interview.
- Please clearly mention the name of the post on the right corner of the envelop.
- No TA/DA will be paid for appearing in Written Test/Interview.
- Few posts will be accommodated subject to vacancy during the process of selection on recommendation of Selection Board.

NOTE: Preference will be given to those who are already working in PUMHSW, Nawabshah, (Shaheed Benazirabad)

The above has been issued under the direction and with the approval of Honorable Vice-Chancellor, PUMHSW (SBA)

PROF. DR. MUHAMMAD SALEH KHASHKHELI
Registrar & Director HRM
PEOPLES UNIVERSITY OF MEDICAL & HEALTH SCIENCES FOR WOMEN, (SBA)

SAY NO TO CORRUPTION