

1	<p>Chief Engineer/Project Director</p> <p>No of Posts = 01</p> <p>Eligibility Criteria:</p> <p>B.Sc Civil Engineering from HEC recognized university, with 25 years of experience in building construction. Having sufficient experience in executing frame structure Mega Projects building. Also experience of external development like Water supply system, sewage system and carpeted roads etc.</p> <p>Note: Candidate should be registered with PEC</p>
2	<p>Coordinator (Female)</p> <p>No of Posts = 02</p> <p>Eligibility Criteria:</p> <p>Masters (16 years of education) in Management Sciences with at least second division from any HEC recognized institution.</p>
3	<p>Staff Nurse (Female)</p> <p>No of Posts = 01</p> <p>Eligibility Criteria:</p> <p>BS (16 years) in Nursing Course from recognized institution with at least 2nd division having 03 years' experience in relevant Government /Semi Government/Private Organization of repute</p>
4	<p>Sub Engineer (Civil)</p> <p>No of Posts = 02</p> <p>Eligibility Criteria:</p> <p>Diploma in Civil Engineering from a recognized Govt. institute, having 10 years' experience in Building Construction. Preference will be given to the candidate who have got executed mega projects frame structure buildings.</p>
5	<p>Computer Programmer</p> <p>No of Posts = 02</p> <p>Eligibility Criteria:</p> <p>Master Degree (16 year education) in Computer Science/IT/Software Engineering or equivalent (with at least 2nd division) from HEC recognized university.</p> <p>Note: Preference will be given to those who have experience in programming along with good knowledge of important software packages.</p>

6	<p>Senior Computer Programmer</p> <p>No of Posts = 02</p> <p>Eligibility Criteria: Masters Degree (16 years education) in Computer Science/IT/Software Engineering or Equivalent (with at least 2nd Division) from HEC recognized University.</p> <p>Note: Preference will be given to candidates having at least 5 years' experience in programming (Php) Database (Oracle) along with good knowledge of important software packages.</p>
7	<p>Teaching Assistant</p> <p>No of Posts = 02</p> <p>Eligibility Criteria: BS (16 Years) or equivalent with at least 2nd division in the relevant subject (as per need of the university) from HEC recognized University</p> <p>Preference will be given to those having good command in English communication skills & Microsoft office</p>
8	<p>Office Assistant (Female)</p> <p>No of Posts = 08</p> <p>Eligibility Criteria: BS (16 years) in Statistics / English / Economics / Computer Sciences / Management Sciences / Media communication or equivalent with at least 2nd division from HEC recognized University</p> <p>Having 02 years' experience of Microsoft office in Government/Semi Government or Autonomous Bodies/Universities Preference will be given to those having good command in English communication skills, typing & Microsoft office.</p>
9	<p>Computer Operator</p> <p>No of Posts = 01</p> <p>Eligibility Criteria: B.Sc. / B.A. (14 years) with computer science (2nd Division) or equivalent with at least 2nd division from HEC recognized University</p> <p>OR F.A. / F.Sc or equivalent 2nd div with One year Diploma in Computer Science from Board of Technical Education or any recognized institution) Preference will be</p>

	given to those having good command in communication skills & Microsoft office / relevant software.
10	<p>Accounts Clerk</p> <p>No of Posts = 02</p> <p>Eligibility Criteria:</p> <p>BA/ BSc. (14 years) in Commerce/ Management Sciences / Accounting & Finance / Economics or equivalent with at least 2nd division from HEC recognized University.</p> <p>Preference will be given to those having good command in English communication skills, data handling & Microsoft office.</p>
11	<p>Technician</p> <p>No of Posts = 02</p> <p>Eligibility Criteria:</p> <p>F.A. / F.Sc or equivalent with at least 2nd division with 3years' Diploma of Associate Engineering in Automobile Engineering / Electrical Engineering /Mechanical / computer engineering from recognized institution having two years' experience in the relevant field from Government/ Semi Government/Private Organization of repute</p> <p>Preference will be given to those having good command in English communication skills & Microsoft office</p>
12	<p>Lab Assistant (Physics, Chemistry, Botany, Zoology)</p> <p>No of Posts = 06</p> <p>Eligibility Criteria:</p> <p>B.A. / B.Sc. (14 years) or equivalent with at least 2nd division from HEC recognized University in relevant laboratory subjects</p> <p>Preference will be given to those having good command in English communication skills & Microsoft office.</p>
13	<p>Junior Clerk</p> <p>No of Posts = 05</p> <p>Eligibility Criteria:</p> <p>B.A. / B.Sc. (14 years) or equivalent with at least 2nd division from HEC recognized University</p> <p>OR</p> <p>F.A / F.Sc or equivalent with at least 2nd Div. with 3 years' experience as Daftri / Senior Girls Room Attendant.</p>

	<p>Preference will be given to those having good command in communication skills & Microsoft office and typing speed in English of 35 W.P.M.</p>
14	<p>Intercom / Telephone Supervisor-cum-Technician</p> <p>No of Posts = 01</p> <p>Eligibility Criteria:</p> <p>BS (16years) or equivalent in Telecommunication from HEC recognized institution having 3 years' experience in the relevant field. In a Government/ Semi Government/Private Organization of repute</p>
15	<p>Electrician</p> <p>No of Posts = 01</p> <p>Eligibility Criteria:</p> <p>F.A / F.Sc with at least 2nd division with 3years' Diploma of Associate Engineer in Electrical field with at least 2nd division or equivalent from recognized institution having two years' experience of handling solar energy systems in Government/ Semi Government/Private Organization of repute. Preference will be given to those having good command in English communication skills & Microsoft office</p>
16	<p>Security Assistant</p> <p>No of Posts = 01</p> <p>Eligibility Criteria:</p> <p>An ex-service man not below the rank equivalent to Havaldar Major from Infantry / Armor / M.P. with exemplary Service record, preferably trained/ experienced in Security matters.</p>
17	<p>AC/ Refrigerator Mechanic</p> <p>No of Posts = 01</p> <p>Eligibility Criteria:</p> <p>Matric 2nd division with at least 06 months diploma / certificate in electrical work having 05 years' experience in the relevant field relevant in Government/ Semi Government/Private Organization of repute field</p>
18	<p>Plumber</p> <p>No of Posts = 01</p> <p>Eligibility Criteria:</p> <p>Matric 2nd division with at least 06 months diploma of plumbing and pipe fitting having 05 years' experience as skilled worker in the relevant field</p>

19	<p>Mason</p> <p>No of Posts = 01</p> <p>Eligibility Criteria:</p> <p>Literate having 05 years' experience as skilled worker in the relevant field.</p>
20	<p>Helper (Carpenter)</p> <p>No of Posts = 01</p> <p>Eligibility Criteria:</p> <p>Literate with 3 years' experience in the relevant fields</p>
21	<p>Security Guard (male)</p> <p>No of Posts = 08</p> <p>Eligibility Criteria:</p> <p>a) An ex-service man not below the rank of L/Naik preferably trained/experienced in security matters with exemplary service record</p>
22	<p>Security Guard (female)</p> <p>No of Posts = 08</p> <p>Eligibility Criteria:</p> <p>Matriculate (2nd Div.) from a recognized Board.</p> <p>Physical measurements for female security guards:</p> <p>(i) Height=5'4" Good physical health and physique</p>
23	<p>Head Mali</p> <p>No of Posts = 01</p> <p>Eligibility Criteria:</p> <p>Literate with at least 05 years' experience in gardening and supervision in a Government/ Semi Government/Private Organization of repute</p> <p>Preference will be given to those having good command in landscaping</p>
24	<p>LTV Driver</p>

	<p>No of Posts = 01</p> <p>Eligibility Criteria: Literate; having valid L.T.V. License and 3 years relevant experience</p>
25	<p>Girls' Room Attendant No of Posts = 02</p> <p>Eligibility Criteria:</p> <p>Matriculate at least (Female)</p>
26	<p>Hostel Assistant</p> <p>No of Posts = 01</p> <p>Eligibility Criteria: Matric with at least 2nd Division</p>
27	<p>Laboratory Attendant</p> <p>No of Posts = 07</p> <p>Eligibility Criteria: F.Sc with at least 2nd division & 2 years' experience in relevant field in a government / semi government college or university</p>
28	<p>Book Binder</p> <p>No of Posts = 02</p> <p>Eligibility Criteria: Matric with at least 2nd division; having 03 years' experience as skilled worker in the relevant field in Government/ Semi Government/Private Organization of repute</p>
29	<p>Dispatch Rider / Dispatcher</p> <p>No of Posts = 01</p> <p>Eligibility Criteria:</p> <p>F.A / F.Sc or equivalent with at least 2nd division having a valid Motorcycle driving license</p>
30	<p>Naib Qasid (Female)</p> <p>No of Posts = 10</p> <p>Eligibility Criteria: Matric</p>
31	<p>Sanitary Worker / Sweepers (Female) No of Posts = 15</p> <p>Eligibility Criteria:</p> <p>Literate</p>
32	<p>Mali / Baildar (Male)</p> <p>No of Posts = 12</p> <p>Eligibility Criteria:</p>

	Literate; having basic knowledge of gardening and farming Preference will be given to skilled workers
33	Aya No of Posts = 04 relevant experience Eligibility Criteria: Literate, with 3 years

INSTRUCTIONS:

1. The prescribed Application / Bio-data Form can be downloaded from the website of the University (<http://www.web.gcwuf.edu.pk>). Duly filled in application form must be supported with attested copies of domicile, educational testimonials / certificates, I.D. Card, three recent photographs and updated Curriculum Vitae (CV).
2. Incomplete or applications received after due date will not be entertained.
3. The candidates applying for more than one post shall submit separate Job Application Form with necessary documents, complete in all respects.
4. Complete applications must reach P.A to Registrar Office, Govt. College Women University, Arfa Kareem Road, Faisalabad, by Courier, Registered Post or by Hand not later than **05-10-2020** till 4:00 pm positively.
5. Only short listed candidates will be called for interview and short listing of the candidates will be made in accordance with procedure laid down by the University. Candidates will have to bring original Certificates/ Degrees at the time of interview.

Note:

1. In case of a person who has served in the Government or public sector Universities or any of the armed forces of Pakistan, the period of such service shall, for the purpose of upper age limit, be excluded from his age.
2. The Institution reserves the right to increase or decrease the No. of positions depending upon the availability of competent candidates and need of the university. The institution reserves the rights not to consider any application or fill the post without giving any reason.
3. The daily pay allowance will be as per rules of the University
4. No TA/DA would be admissible when called for interview.

(Registrar)
Govt. College Women
University, Faisalabad

041-9220065