

LEADERS REQUIRED ON STATUTORY POSITIONS

The University of Gujrat, a thriving hub of innovation and excellence, under the New Vice Chancellor, urgently seeks passionate, visionary Pakistani nationals (male/female) with Punjab domicile. Join our dynamic team of new administration to shape the future of higher education, unleash your potential, and leave a lasting impact at a world-class institution in Gujrat, Punjab.

REGISTRAR BS: 20

Mode of Appointment: Contract

Tenure: Three (03) Years, Not Extendable

Age Limit: 40 to 50 Years,

with age relaxation as per Government Rules

Pay, Leave, Perks & Privileges: As admissible to a Government Servant in BS-20

Domicile: Punjab

Required Qualification:

- I) Ph.D. in any discipline from a University or Degree Awarding Institute duly recognized by HEC; and
- II) Eight years post qualification teaching or administrative or Professional experience in HEC recognized Public or Private University or Degree Awarding Institute or Public Sector Organization. **OR**
- I) MS or M.Phil. in any discipline or 18 years education from a University or Degree Awarding Institute duly recognized by HEC; and
- II) Ten years post qualification teaching or administrative or professional experience in HEC recognized Public or Private University or Degree Awarding Institute or Public Sector Organization. **OR**
- I) MA or M. Sc. in any discipline or 16 years education at least in 2nd division from a University or Degree Awarding Institute duly recognized by HEC; and
- II) Twelve years post qualification teaching or administrative or professional experience in HEC recognized Public or Private University or Degree Awarding Institute or Public Sector Organization.

Note:

1. Applications should reach to the HR-Section, Registrar Office, Admin Block, 1st Floor, Room # 104, Hafiz Hayat Campus, University of Gujrat by **25-06-2025**.
2. Job Application form along with advertisement can be downloaded from UOG's website www.uog.edu.pk. Application Form uploaded on UOG's website shall only be accepted.
3. The applicants must submit/attach Two (02) sets for the subject post, which must contain job Application Form, attested copies of the Degrees & Both Sides of Transcripts/Detail Marks Certificates (DMC), (Only verified Transcript/DMC/Degree from HEC/Boards, etc. shall be entertained), Experience Certificates (duly verified by the respective Employer/s), NOC (if needed), Domicile, CNIC and recent Passport size photographs with each application form completed in all respect. In case, less number of sets received from the applicant, his application shall be considered incomplete and liable to be rejected.
4. Applicants working on Regular/Acting Charge/Officiating/Ad-hoc/Current Charge and Contract basis in HEC recognized Public Universities or Degree Awarding Institutes or Public Sector Organizations (Including UOG's Employees) must apply through proper channel and attach NOC and Experience Certificate/s issued from their present and former Appointing Authority/Head of Institution/Organization, otherwise their application shall be considered incomplete and liable to be rejected.
5. All kind of claimed experience of the applicant shall only be considered if applicant produced / attached documentary evidence (duly verified by the respective Employer/s) as per given "Employment Verification Proforma (EVP)", appended to Job Application Form.
6. The experience of BS-17 and above is reckonable for appointment against the administrative posts of BS-18 and above as the experience below BS-17 may not be considered as administrative or teaching or professional experience.
7. The applicant(s) having foreign degree must attach HEC/IBCC equivalence certificate (Issued & Attested by the HEC/IBCC) with the Application Form.
8. The University shall inform to only shortlisted candidates for interview by the Search Committee.
9. Please clearly write name of the post applied for on top right side of the envelope.
10. The University is not responsible for delays in receiving call letters for interview due to courier's lapses.
11. Incomplete applications are liable to be rejected.
12. No. TA/DA shall be admissible.
13. The University reserves the right not to fill any post / withhold the appointment against any advertised post without assigning any reason.

Fee:

13. It is mandatory for applicants to deposit the fee amount of **RS. 1200/- (Non-refundable)** in any Branch of BOP. The application form/s without processing fee shall not be considered/entertained.
14. The fee must be deposited on the prescribed challan form generated on-line via link "<https://ch.uog.edu.pk/MISC/OnlineHRCustomChallan>" and the original Receipt (**Department Copy**) must be provided along with hard copy of application form.

CONTROLLER BS: 20 OF EXAMINATIONS

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