UNIVERSITY OF OKARA

Public Sector University Established under Government of Punjab Act X111 of 2016

ADVERTISEMENT NO. 05/2022

PROJECT JOB OPPORTUNITIES

University of Okara was established under Government of the Punjab Act, 2016 (XIII of 2016). Currently there are about 22000 students and more than 400 faculty/staff members. University of Okara is one of the most progressive and dynamic institutions of higher learning. It is situated on 204 acres of land sandwiched between Multan Road and Canal Lower Bari Doo Aab at Renalakhurd, District Okara. Applications are invited from the Punjab domicile for the following positions.

NOMENCLATURE OF THE POST	NOS. OF POSTS	ELIGIBILITY CRITERIA
Project Director (PPS -09) Contract basis for 02-years extendable Age: 35-50	01	**(i)** B.Sc. (second division) in Civil Engineering or equivalent qualification from an institute or university recognized by Higher Education Commission ; **(ii)** Registered with Pakistan Engineering Council as Engineer in Civil; and **(iii)** Twelve years' post qualification experience in relevant field; out of which four years' experience must be related to management of works.
Senior Engineer (Civil)/XEN (Civil) (PPS -07) Contract basis for 02-years extendable Age: 25-45	01	**(i)** B.Sc. (second division) in Civil Engineering or equivalent qualification from an institute or university recognized by Higher Education Commission; **(ii)** Registered with Pakistan Engineering Council as Engineer in Civil; and **(iii)** Five years' experience of executive level in construction sector.
Accountant (PPS -07) Contract basis for 02-years extendable Age: 18-30	01	B.Com (second division) or equivalent qualification from an institute or university recognized by Higher Education Commission.
Computer Operator (PPS -05) Contract basis for 02-years extendable Age: 18-30	01	**(i)** (a) Bachelor's degree (second division) or equivalent qualification from an institute or university recognized by Higher Education Commission; (b) Three months computer training course or diploma in MS Office from a recognized institute; and; (c) speed of forty words per minute of typing on computer in English; or **(ii)** (a) Bachelor in Computer Science (second division) or equivalent qualification from an institute or university recognized by Higher Education Commission; and (b) Speed of forty words per minute of typing on computer in English.

Naib Qasid (PPS -01) Contract basis for 02-years extendable Age: 18-25	01	Secondary School Certificate (second division) or equivalent qualification from a recognized Board

IMPORTANT INSTRUCTIONS AND TERMS & CONDITIONS:

1. Interested candidates may download Application Form from the University website i.e., www.uo.edu.pk.
2. Candidates may submit their applications complete in all respect and along with original bank draft/deposit slip till **April 11, 2022.**
3. Applicants are advised to read all instructions/terms and conditions of the advertisement as well as "important instructions to candidates" given on University of Okara website i.e. www.uo.edu.pk carefully in order to submit their applications be completed in all respects. The onus responsibility of correctness of the data given in the Application Form will rest solely on the candidates.
4. Those already in the Government / Semi- Government services or autonomous bodies will be required to send their applications through proper channel and bring 'No Objection Certificate' from their competent authority, at the time of interview.
5. Candidates must submit separate application for open merit and reserved quota
6. In case screening test is held for a post, it will be mandatory for all eligible candidates to appear in the screening test.
7. The Competent Authority/Vice Chancellor may recommend modification in the policy & procedure of Recruitment Process, as it may deem fit, in accordance with the provisions of University of Okara Act,2016 & University of Okara Employees (Appointment, Terms and Conditions of Service) Statutes 2021.
8. Only short-listed candidates will be called for interview
9. It is mandatory to deposit Rs. 800/- as application Processing Fee (for PPS-09), Rs. 500/- (for PPS-7), Rs. 300/-(for PPS-5) and Rs. 200/-(for PPS-1) for each application separately. This requisite fee may be paid through bank draft (NTN No. 9021534-6) in favor of "Treasurer University of Okara, Renala Khurd. Or deposit in HBL (Treasurer Payment A/C No. 01527913908901) of University of Okara and also attach original bank draft/deposit slip with the application form.
10. Candidates are required to send their applications in hard in a prescribed manner and it must be received in the Registrar Office University of Okara on or before the closing date.
11. No TA / DA will be admissible for appearing in Test / Interview.
12. Age relaxation shall be admissible as per policy of the Government.
13. The university reserves the right to withdraw any post or its all advertisement or reject any or all applications without assigning any reason, which will not be challengeable in any court of law.
14. For further information, please Contact Registrar Office.

INTERVIEW & CALL-UP LETTER

I. Schedule of test/Interviews for the said posts will be uploaded on the website of the University.

II. Candidates Call-up-letter and Information about Date, Time and Venue of Interview will be conveyed to the short-listed candidates only.

III. The candidates in real hardship cases may be considered for interview through online facility.

(DR. MUHAMMAD TAHIR KHAN)
REGISTRAR
UNIVERSITY OF OKARA
2-KM Main Multan Road, Renala Khurd By Pass, Okara, Punjab, Pakistan
Ph. # 044-2622121 E-mail: registrar@uo.edu.pk