UNIVERSITY OF SAHIWAL

University Online: www.uosahiwal.edu.pk

SITUATION VACANT

Advertisement No. ADMIN-02-2026

Applications are invited from Pakistani Nationals for the following posts.

Sr. #	Name of Post	Number of Posts	Experience
1.	University Engineer (BPS-19)	1-Contract	B.Sc. Engineering (Civil) from a recognized University with 10 years Practical Experience of having handled Building & Roads, Water Supply and Sewerage Projects in a National or International Organization. Maximum age 50 years.
2.	Assistant Engineer (Civil) BPS-17	1-Contract	B.Sc. Civil/Building and Architecture and registered with Pakistan Engineering Council (PEC) **OR** Diploma of Associate Engineering in Civil/Building and Architecture from a recognized educational institution or equivalent qualification with five (05) years' experience as Sub-Engineer in the relevant field
3.	Assistant Programmer / Network Administrator (BPS-16)	01- Contract	i. BS CS (4years), BS IT (4years) and BS software Engineering (4 years), MCS, M.Sc. IT or equivalent qualification from HEC recognized Institute/ University. ii. Minimum 3 Year Experience in LAN & WAN design and management in a public/ Private sector organization having a large number of nodes, Hands on expertise in ADS, DNS, DHCP, SMBA, FTP, Apache, ISA, Exchange, Email and Proxy servers on windows and UNIX/Line Platform, should have excellent in Cisco switches and routers configuration, Very good hands on network troubleshooting/ performance issues in Window/ Linux system, Backup and Recovery tools, Windows Installation
4.	Sub-Engineer (Civil) (BPS-14)	01- Contract	Diploma in Civil Engineering from a recognized University / Institute with experience of 05 years as Sub-Engineer (Civil) in an organization

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PROJECT JOB OPPORTUNITIES

SN	Post	Minimum Qualification	Minimum Experience
1.	Project Director (PPS-09) 01 Post on contract for 1 year extendable. Age Limit: 35-60 Years	2nd Class Bachelor's Degree/Masters (equivalent to 16 years) or M.Sc/MS/M.Phil (equivalent to 18 years) in the fields of Civil Engineering, project management, Business Administration or equivalent from HEC / PEC recognized (in case of Engineering degree) university/ institution.	▪ Bachelor's Degree/Masters (equivalent to 16 years): At least 12 years of post-qualification relevant experience in any Public / Private organization of good repute including 07 years of experience in project design, execution/management, project documentation, commodity and materials procurement, consultant & contractor supervision and preparation of periodic and other reports. ▪ M.Sc/MS/M.Phil (equivalent to 18 years): At least 10 years of post-qualification relevant experience in any Public / Private organization of good repute including 05 years of experience in project design, execution/management, project documentation, commodity and materials procurement, consultant & contractor supervision and preparation of periodic and other reports. ▪ Candidate should also be well versed in PEC, PPRA, Planning Commission, Finance, Project Management and other Govt. rules /procedure prescribed for the implementation of development projects.
2.	Project Engineer (PPS-07) 01 Post on contract for 1 year extendable. Age Limit: 35-50 Years	2nd Class Bachelor's Bachelors Degree/Masters (equivalent to 16 years) or M.Sc (equivalent to 18 years) in the fields of Civil Engineering, from HEC / PEC recognized (in case of Engineering degree) university/ institution with valid PEC registration.	▪ Bachelor's Degree (equivalent to 16 years): At least 05 years of post-qualification relevant professional experience and must be registered with Pakistan Engineering Council (PEC). ▪ M.Sc (equivalent to 18 years): At least 03 years of post-qualification relevant professional experience and must be registered with Pakistan Engineering Council (PEC). ▪ Candidate should also be well versed in PEC, PPRA, Planning Commission, Finance, Project Management, building construction and other Govt. rules /procedure prescribed for the implementation of development projects.
3.	Accountant (PPS-07) 01 Post on contract for 1 year extendable Age Limit: 25 to 40 Years	2nd Class Bachelor's (4 years) or Master's Degree in the field of Finance & Accounting or equivalent from HEC recognized University/ institution	▪ At least 03 years of post-qualification relevant professional experience with the knowledge of Govt. rules/ procedures related to financial management and execution of projects.

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4.	Computer Operator (PPS-06) 01 Post on contract for 1 year extendable. Age Limit: 26-30 Years	2nd Class Bachelor's Degree (equivalent to 16 years) from an HEC-recognized university/institution.	▪ Minimum of 1 year of experience as a Computer Operator and/or Document Controller in construction or similar projects. ▪ Experience in handling project documentation, data entry, and office administration will be preferred.	3

Term and Conditions of Advertisement

- Candidates for the above posts are required to submit one (01) set (attested copies) of all documents including applications forms, attested copies of degrees, results cards, transcripts, certificate etc. In case, degree has not been issued, a certificate to that effect signed by the Controller of Examination may be accepted. In all cases, statement of experience must be supported by certificates issued by the employers.
- Application Forms can be downloaded from university **web site: www.uosahiwal.edu.pk.**
- Candidates applying for more than one post shall submit separate application form with necessary documents, complete in all respects.
- Applications must be accompanied with bank draft (non- refundable) or postal order in favour of **"University of Sahiwal"** as per following details.
  Rs. 2000/- for the post of Project Director
  Rs.1500/- for the posts of University Engineer and Project Engineer.
  Rs.1000/- for the posts of Staff Officer, Assistant Programmer, Accountant and Assistant Engineer
  Rs. 500/- for the posts of Sub Engineer and Computer Operator
- Bank Challan of the mentioned amounts can also be deposited in the University of Sahiwal, HBL (Farid Town Branc Sahiwal) **A/C # 1672-79012994-52** for the said purpose and original deposit slip shall be attached with application form.
- A most recent passport size photograph should be affixed on the application form.
- Candidates already in service of a Government / Semi-Government Department or an Autonomous Body must apply through proper channel within due date.
- Applications received after the last date will not be entertained, even through posted before the last date.
- Age limit of all fresh candidates will be of as notified by the Government of the Punjab.
- The contract will be initially for one year and extendible on satisfactory performance.
- Incomplete applications shall not be entertained.
- Applications must be sent to the office of the **"Registrar, University of Sahiwal"** by hand or by courier services.
- The appointment (s) shall take part in the Defined Contribution Pension Scheme (DCPS) under sections 12,18 read with section 18-A of the Punjab Civil Servant Act and the manner prescribed by the Finance Department from time to time and bearing letter NO.SOR-IV(S&GD)10-19/2024 dated 18-07-2024,
- Last/ closing date for submission of the application of all posts is **24-11-2026 (during office hours).**
- 3% quota will be reserved for disabled persons. If the candidate is disabled, he/she will have to submit a certificate from the Provincial Council for rehabilitation of Disabled Persons of Social Welfare Department.
- All other quotas are reserved as per notifications of Govt. of the Punjab as & if applicable.
- Short listing of the Candidates shall be made in accordance with the procedure laid down by the University.

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- Only shortlisted candidates will be called for Interview.
- Number of posts can be increased/ decreased according to the need of the University and available number of posts in the budget.
- The University reserves the right not to fill/withdraw any advertised post/ withheld the appointment against any post without assigning any reason.
- The University is not responsible if interview call letters are not received due to any lapse of Courier Agency/ Post Office/Telephonic Message as the case may be.

For further inquiry and information, please contact at 040-9200431

Additional Registrar,
University of Sahiwal

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