



UNIVERSITY OF SARGODHA
ON-CAMPUS INTERNSHIP PROGRAM (OCIP)

Call For Interns

Applications for the Full Time Internships under “On-Campus Internship Program Badge-10” are invited from University of Sargodha Graduates (students who have completed degree from University of Sargodha as a regular student).

Office	Number of Positions & Status	Specific Skills
Office of Research, Innovation & Commercialization (ORIC) <ul style="list-style-type: none"> • Graphic Designer and Video Editor and Website Developer (02) • English Content Writer /Research Support (01) 	<ul style="list-style-type: none"> • 03 Male/ Female 	for Graphic Designer and Video Editor and Website Developer: <ul style="list-style-type: none"> • Expert in social media handling. • Proficient in IT (Office management, programming etc). • Proficient in using graphic designing & video editing software. for English Content Research related activities: <ul style="list-style-type: none"> • Proficient in dealing with research related activities. • Proficient in English Content Writing • English, Media & Communication Studies, Politics and International Relations Will Be Preferred.
Office of the Director Academics	<ul style="list-style-type: none"> • 03 Male/Female 	<ul style="list-style-type: none"> • CS SE & IT, English, Statistics, Business and Commerce graduates will be preferred. • Computer skills & Language skills preferably writing skills.
Financial Aid Office	<ul style="list-style-type: none"> • 04 Male/ Female 	Fully conversant with computer skills.
Quality Enhancement Cell	<ul style="list-style-type: none"> • 02 Male/Female 	Fully conversant with computer skills.
Facilitation Center	<ul style="list-style-type: none"> • 06 • 04 Female & 02 Male 	<ul style="list-style-type: none"> • Computer Science, Economics, Business graduates will be preferred • Fully conversant with computer skills.
Counseling Center	<ul style="list-style-type: none"> • 03 Male/Female 	<ul style="list-style-type: none"> • MS/M.Phil. Clinical, ADCP program is required. • Preference will be given to those who will have internship/placement experience in hospitals or mental health units and possess from skills in counseling center.
Public Relations Office <ul style="list-style-type: none"> • Content writer English -01 • Content writer Urdu -01 • 	<ul style="list-style-type: none"> • 02 Male/Female 	<ul style="list-style-type: none"> • Proficient in Content & article writing • Mass Communication graduates will be preferred.
Media Development Center <ul style="list-style-type: none"> • Content writer (English) -02 • Graphic designer-02 • Video Grapher-01 • Video Editor-01 	<ul style="list-style-type: none"> • 06 Male/Female 	Technical expertise regarding given fields.
Wazir Agha Library <ul style="list-style-type: none"> • Library Professionals (03 Male & 01 Female) • IT Expert (01) 	<ul style="list-style-type: none"> • 05 Male/ Female 	for Library Professionals <ul style="list-style-type: none"> • MLIS/BS in Library Sciences • Additional knowledge of IT technologies in Libraries for IT Expert <ul style="list-style-type: none"> • MSC/BS in IT • Additional knowledge of Library related IT issues

Career Development Center	<ul style="list-style-type: none"> • 02 Male/ Female 	<ul style="list-style-type: none"> • Proficient in Video editing & graphic designing • Fully conversant with computer skills
Lincoln Corner	<ul style="list-style-type: none"> • 01 Male / Female 	<ul style="list-style-type: none"> • English Communication & Office management skills. • Expertise in canva software • Knowledge of program planning and design
Women Development Center	<ul style="list-style-type: none"> • 02 Female 	Graduates from IT, Graphic Designing and Computer field.
Agriculture Farm College of Agriculture UOS	<ul style="list-style-type: none"> • 02 Male /Female 	Technical expertise regarding given fields.
Human Resource Development Center <ul style="list-style-type: none"> • Office Coordinator (01) • Social Media Manager(01) 	<ul style="list-style-type: none"> • 02 Male/Female 	Technical expertise regarding given fields.
UOS TV <ul style="list-style-type: none"> • Non-Linear Editor 	<ul style="list-style-type: none"> • 01 Male / Female 	Experience of editing of large video for Youtube or other digital platform.
UOS Model Shop	<ul style="list-style-type: none"> • 01 Male / Female 	Graduates of Business will be preferred

General Instructions:

- Applicant must be graduate from University of Sargodha as a regular student (up to three years after graduation i; e 2022 to onwards) Minimum 2.50 CGPA.
- Candidates must apply Online. The prescribed application form can be accessed from the link : <https://bit.ly/3V9dyMc>
- One applicant can apply for only one category/office.
- Last date for submission of online application is 15-12-2024
- Services of interns after selection can be terminated on 07 days quit notice on the basis of monthly evaluation.
- Placement of interns can be changed at the time of appointment or during the internship period by the Competent Authority.
- All interns will have to follow the rules & regulations of University of Sargodha.
- Intimation for test/interview will be made only through email provided by applicants in application form.

Career Development Center, University of Sargodha

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University website www.uos.edu.pk