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|  | **UNIVERSITY OF SARGODHA**  **ON-CAMPUS INTERNSHIP PROGRAM (OCIP)UNARGODH**  **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). | |
| **Career Development Center** | |

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| **Office** | **Number of Positions & Status** | **Specific Skills** |
| **Office of Research, Innovation & Commercialization (ORIC)**   * Graphic Designer and Video Editor and Website Developer (02) * English Content Writer /Research Support (01) | * 03 Male/ Female | **for Graphic Designer and Video Editor and****Website Developer:**   * 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:**   * 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** | * 03 Male/Female | * CS SE & IT, English, Statistics, Business and Commerce graduates will be preferred. * Computer skills & Language skills preferably writing skills. |
| **Financial Aid Office** | * 04 Male/ Female | Fully conversant with computer skills. |
| **Quality Enhancement Cell** | * 02 Male/Female | Fully conversant with computer skills. |
| **Facilitation Center** | * 06 * 04 Female & 02 Male | * Computer Science, Economics, Business graduates will be preferred * Fully conversant with computer skills. |
| **Counseling Center** | * 03 Male/Female | * 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**   * **Content writer English -01** * **Content writer Urdu -01** | * 02 Male/Female | * Proficient in Content & article writing * Mass Communication graduates will be preferred. |
| **Media Development Center**   * **Content writer (English) -02** * **Graphic designer-02** * **Video Grapher-01** * **Video Editor-01** | * 06 Male/Female | Technical expertise regarding given fields. |
| **Wazir Agha Library**   * **Library Professionals (03 Male & 01 Female)** * **IT Expert (01)** | * 05 Male/ Female | **for Library Professionals**   * MLIS/BS in Library Sciences * Additional knowledge of ITtechnologiesin Libraries   **for IT Expert**   * MSC/BS in IT * Additional knowledge of Library related IT issues |
| **Career Development Center** | * 02 Male/ Female | * Proficient in Video editing & graphic designing * Fully conversant with computer skills |
| **Lincoln Corner** | * 01 Male / Female | * English Communication & Office management skills. * Expertise in canva software * Knowledge of program planning and design |
| **Women Development Center** | * 02 Female | Graduates from IT, Graphic Designing and Computer field. |
| **Agriculture Farm College of Agriculture UOS** | * 02 Male /Female | Technical expertise regarding given fields. |
| **Human Resource Development Center**   * **Office Coordinator (01)** * **Social Media Manager(01)** | * 02 Male/Female | Technical expertise regarding given fields. |
| **UOS TV**   * **Non-Linear Editor** | * 01 Male / Female | Experience of editing of large video for Youtube or other digital platform. |
| **UOS Model Shop** | * 01 Male / Female | Graduates of Business will be preferred |

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| **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 23-12-2024 * 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** [**cdc@uos.edu.pk**](mailto:cdc@uos.edu.pk) **Phone 048-9230811-815 ext- 105 Direct # 048-9230392**  **University website** [**www.uos.edu.pk**](http://www.uos.edu.pk) |