



**UNIVERSITY OF SARGODHA, SARGODHA  
(ADDENDUM) Advertisement No. 10/2017**

**SITUATIONS VACANT**

Reference: Advertisement No. 10/2017 published on University website bearing closing date 15<sup>th</sup> December, 2017. Applications for the following positions on Assignment / Contract Basis are invited from Pakistani Nationals on the prescribed form, which can be downloaded from University website: [www.uos.edu.pk](http://www.uos.edu.pk):

**NON-TEACHING POSTS**

Sr. #	Name of Post	Pay Scale/ Salary	Number of Post	Eligibility Criteria
1.	Program Manager	18	01	<b>Age: (upto 65Years)</b> Master's degree in Mass Communication/ Journalism with 10 years experience of production at Radio/TV/Interactive media.
2.	Research Officer/ Assistant Director Academics	17	02	<b>Age: (Maximum 30 Years)</b> Post-graduate with skillful knowledge of SPSS, Office Documentations, Spread Sheets, Data Bases etc. No third division in academic career.
3.	Lab Engineer (Computer Engineering)	17	01	<b>Age: (21-30 Years)</b> Qualification: B.Sc. Engineering (First Class) in relevant field
4.	Computer Programmer	17	01	<b>Age: (Maximum 30 Years)</b> Master in Computer Science or equivalent from recognized University.
5.	Assistant Computer Programmer	16	03	<b>Age: (21-30 Years)</b> BCS Computer Science or equivalent from recognized University. OR B.Sc with Major in Computer Science, with 04 years relevant experience.
6.	Production Assistant	16	01	<b>Age: (22-30 Years)</b> Master's degree or equivalent qualification in Mass Communication. Should be able to make editing with editing softwares (Audio / Visual)
7.	Script Editor	16	01	<b>Age: (22-30 Years)</b> Master's degree (English) with 5 years experience of Script Writing, Editing, Broadcasting, Monitoring at Radio Station.
8.	Assistant	16	01	<b>Age: (18-30 Years)</b> Graduate (2nd Division) from a recognized University, preference will be given to those who have knowledge of word processing and typing with five years experience.
9.	Data Entry Operator	11	04	<b>Age: (18-30 Years)</b> Intermediate with diploma in Computer Science.
10.	Sports Supervisor	11	02	<b>Age: (21-30 Years)</b> Intermediate, with 05 years physical experience of coaching at University OR Board level or M.Sc in Physical Education, no experience required.
11.	Tractor Driver	5	01	<b>Age: (21-35 Years)</b> (a) Middle pass (b) A valid H.T.V/ Tractor Driving License (c) 5-Years experience
12.	Lab. Attendant	4	01	<b>Age: (18-30 Years)</b> Matric with Science
13.	Cook	1	02	<b>Age: (21-35 Years)</b> Middle with 02 years cooking experience
14.	Cook Helper	1	02	<b>Age: (18-30 Years)</b> Middle Pass
15.	Sanitary Worker	1	06	<b>Age: (18-30 Years)</b> Literate
16.	Security Guard	1	03	<b>Age: (20-35 Years)</b> An ex-service man with exemplary service record OR Middle pass, Height= 5'-7", Chest = 32" 34" and good physical appearance
17.	Legal Advisor (Supreme Court)	Lump sum (Negotiable)	01	(a) Qualification: LLM / LLB (b) Experience: 10 years professional experience with LLM qualification and 15 years professional experience with LLB qualification. (c) Valid license to appear in Supreme Court (d) Applicant with reported judgements in relevant field will be preferred
18.	Legal Advisor (High Court)	Lump sum (Negotiable)	01	(a) Qualification: LLM / LLB (b) Experience: 07 years professional experience with LLM qualification and 10 years professional experience with LLB qualification. (c) Valid license to appear in High Court (d) Applicant with reported judgements in relevant field will be preferred
19.	Legal Advisor (Local / General)	Lump sum (Negotiable)	01	(a) Qualification: LLM / LLB (b) Experience: 07 years professional experience with LLM qualification and 10 years professional experience with LLB qualification. (c) Valid license to appear in High Court (d) Applicant with reported judgements in relevant field will be preferred
20.	Consultant in Legal Education and Litigation	Lump sum (Negotiable)	01	PhD in Law with 15 years relevant experience of teaching, research and administrative matters.
21.	Assistant Legal Advisor	Lump sum (Negotiable)	01	<b>Age: (25-40 Years)</b> Qualification: LLB in 2nd division.

**GENERAL INFORMATION**

- Only short listed candidates shall be called for Test / Interview.
- The prescribed application forms can be downloaded from University of Sargodha website: [www.uos.edu.pk](http://www.uos.edu.pk).
- Candidates for all positions are required to submit application form along with complete C.V and attested copies of testimonials, CNIC, domicile & experiences certificate(s).
- Candidates applying for more than one post shall submit separate applications with necessary documents, complete in all respects.
- Applications must be accompanied with original bank deposit slip/University Challan Form of (Rs. 500/- in case of BS-16 and above (and Sr. No. 17 to 21) and Rs.300/- for all other posts) as processing fee (non-refundable) to be deposited under Head of Account "University Collection" in HBL A/C No. **00427991777803**, University of Sargodha.
- Two most recent passport size photographs should be affixed on each application.
- Candidates already in service of a Government/Semi-Government Department or an Autonomous Body must apply through proper channel by the due date; otherwise their applications shall not be entertained.
- Applications received after the last date shall not be entertained; even if posted before the closing date.
- Incomplete applications shall also not be entertained.
- As per Govt. policy General Age Relaxation upto 05 years in upper age limit is allowed.
- The services can be placed/ adjusted anywhere at the Main Campus/ Sub-Campuses/ Constituent Colleges of the University.
- Last date for submission of application is **15<sup>th</sup> December, 2017**.
- The university reserves the rights to increase/ decrease the posts according to the need of the university and has right not to consider any application or not to fill any post without giving any reason