



SITUATIONS VACANT

Applications are invited from adequately qualified individuals (male / female), domiciled in the Province of Punjab, who are dynamic and competent professionals in their relevant fields, for Punjab University of Technology Rasul against the following posts on CONTRACT basis for a period mentioned against each as per Punjab University of Technology Rasul Act-2018 and the Statutes.

| A. Statutory Posts | |
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| Details of the Post | Qualification / Experience |
| Treasurer (BPS-20 / Contract) Tenure 03 Years Age Limit 40 – 50 Years No. of Posts One (01) | (i) Ph.D. in Finance or Commerce or Accounting or Auditing or Economics from an institute or a university recognized by the Higher Education Commission; and (ii) Eight years post qualification teaching or administrative or Professional experience in a public or private institute or University recognized by the Higher Education Commission or public sector organization. OR (i) MS or M.Phil. (second division) in Finance or Commerce or Accounting or Auditing or Economics or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and (ii) Ten years post qualification teaching or administrative or Professional experience in a public or private institute or University recognized by the Higher Education Commission or public sector organization. OR (i) MBA in Finance or M.Com or ACCA or ACMA or M.Sc. in Economics (second division) or equivalent qualification from an Institute or a University recognized by the Higher Education Commission; and (ii) Twelve years post qualification teaching or administrative or Professional experience in a public or private institute or University recognized by the Higher Education Commission or public sector organization. |
| Controller of Examinations (BPS-20/Contract) Tenure 03 Years Age Limit 40 – 50 Years No. of Posts One (01) | (i) Ph.D. in any discipline from an institute or a university recognized by the Higher Education Commission; and (ii) Eight years post qualification teaching or administrative or Professional experience in a public or private institute or University recognized by the Higher Education Commission or public sector organization. OR (i) MS or M.Phil. (second division) in any discipline or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and (ii) Ten years post qualification teaching or administrative or Professional experience in a public or private institute or University recognized by the Higher Education Commission or public sector organization. OR (i) Master's Degree or BS (second division) in any discipline from an Institute or a University recognized by the Higher Education Commission; and (ii) Twelve years post qualification teaching or administrative or Professional experience in a public or private institute or University recognized by the Higher Education Commission or public sector organization. |

REGISTRAR
Punjab University of Technology
Rasul, Mandi Bahauddin

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How to Apply:

- i. The candidates are advised to submit two (02) sets of applications, for each post, bearing attested copies of degree certificates, experience certificates, any other supporting documents, one photograph for each set and an original Bank Challan/Deposit slip paid in Punjab University of Technology Rasul Account No.: 0469003174230619(National Bank of Pakistan GSE, Rasul Branch M.B.Din) amounting to Rs.1000/- for each post applied. No Bank Draft, Pay Order, Cheque or Postal Order etc. shall be acceptable. The above mentioned fee is required only for the posts of Treasurer and Controller of Examinations.
- ii. Prescribed application form can be downloaded from Punjab University of Technology Rasul website (<https://www.putrasul.edu.pk>).
- iii. Persons appointed as Treasurer and Controller of Examinations shall be entitled to such perks and privileges as entitled to Government Servants in the corresponding scale of pay.
- iv. Age relaxation shall be admissible as per policy of the Government.
- v. Persons already employed in any Government or other organizations should submit their applications through the proper channel. The requisite No Objection Certificate from present employer should, preferably, be attached with the application or be presented at the time of interview, failing which such candidate may not be allowed to appear for interview.
- vi. All Government Employees who intend to apply for any post through the proper channel shall clarify through the Heads of their attached Departments that there are no pending inquiry(s), no outstanding dues against them and no adverse remarks in any of their Annual Confidential Reports. These conditions are necessary for the grant of Departmental Permission Certificate/No Objection Certificate (N.O.C).
- vii. The applicants having foreign qualifications must submit relevant equivalence certificates (issued and attested by HEC or IBCC as the case may be) with the application form.
- viii. Applicants are directed to clearly mention the name of the post applying for on the top right corner of the envelope. Applicants are also advised to use separate envelopes and pay a separate application processing fee for each application in case of applying for more than one post.
- ix. The university is not responsible for any delays in receiving applications or call letters for interview due to any lapses on the part of courier/postal service etc.
- x. Incomplete applications are liable to be rejected.
- xi. The university shall inform only the shortlisted candidates for test/interview.
- xii. No TA/DA will be paid to the candidates called for test/interview.
- xiii. The University reserves the right:
 - Not to fill any vacancy without assigning any reason thereof.
 - To shortlist candidates based on academic qualifications/test as may be prescribed by the University.

Last date for submission of applications: the applications complete in all respects must reach in office of the Registrar latest by **March 05, 2025** incomplete/unsigned applications or applications not on prescribed proforma, or applications received after the due date will not be entertained.

REGISTRAR

PUNJAB UNIVERSITY OF TECHNOLOGY RASUL
13-km Sarai-e-Alamgir Road, Rasul, Mandi Bahauddin.
(Tel: +92 546 553216)

REGISTRAR
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Rasul, Mandi Bahauddin

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