



UNIVERSITY OF HEALTH SCIENCES LAHORE

SITUATION VACANT

The University of Health Science (UHS) Lahore is a public sector organization which offers a congenial working environment with excellent opportunity for personal and professional growth. It is an equal opportunity employer. The University invites applications from eligible candidates having domicile of Punjab for the following posts on contract basis:

Sr.	Name of Position	No. of Vacancies	Required Qualification & Post Qualification Experience	Minimum Age	Maximum Age
1	Director (Information Technology) (BPS-19)	01	(i) MS or M.Phil. (second division) in Computer Sciences or Information Technology or Telecommunication System or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and (ii) Eight years post qualification relevant experience. OR (i) Master's degree or BS (Hons.) (second division) in Computer Sciences or Information Technology or Telecommunication System or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and (ii) Ten years post qualification relevant experience.	35	50
2	Director (Media & Publications) (BPS-19)	01	(i) PhD in Mass Communication or Media Studies or Journalism or Communication studies or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and (ii) Six years post qualification relevant experience OR (i) MS or M.Phil. (second division) in Mass Communication or Media Studies or Journalism or Communication Studies or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and (ii) Eight years post qualification relevant experience. OR (i) Master's degree or BS (Hons.) (second division) in Mass Communication or Media Studies or Journalism or Communication studies or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and (ii) Ten years post qualification relevant experience.	35	50

3	Additional Registrar (BPS-19)	02	<p>(i) MBBS or MS or M.Phil (18 Years of Education) (second division) in any discipline or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and</p> <p>(ii) Eight years post qualification relevant experience in a public or private institute / university recognized by the Higher Education Commission or public sector organization</p> <p>OR</p> <p>(i) Master's degree or BS (Hons.) (16 Years of Education) (second division) in any discipline or equivalent qualification from an institute or university recognized by the Higher Education Commission; and</p> <p>(ii) Ten years post qualification relevant experience in a public or private institute / university recognized by the Higher Education Commission or public sector organization.</p>	35	50
4	Manager, University-Industrial Linkages and Technology Transfer (ORIC) (BPS-19)	01	<p>(i) PhD in any discipline from an institute or a university recognized by the Higher Education Commission; and</p> <p>(ii) Six years post qualification teaching or administrative experience in a public or private institute or university recognized by the Higher Education Commission.</p> <p>OR</p> <p>(i) MS or M.Phil (Second Division) in any discipline from an institute or a university recognized by the Higher Education Commission; and</p> <p>(ii) Eight years post qualification teaching or administrative relevant experience in a public or private institute or university recognized by the Higher Education Commission.</p>	35	50
5	Deputy Director (QEC) (BPS-18)	01	<p>(i) MS or M.Phil (Second Division) in Management Sciences or Social Sciences or Sciences or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and</p> <p>(ii) Three years post qualification relevant experience.</p> <p>OR</p> <p>(i) Master's degree or BS (Hons.) (second division) in Management Sciences or Social Sciences or sciences or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and</p> <p>(ii) Five years post qualification relevant experience.</p>	25	45

6	Civil Engineer (BPS-17)	01	(i) B. Sc (second division) (16 Years of Education) in Civil Engineering or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and (ii) Registered with Pakistan Engineering Council as an Engineer in Civil. (iii) Five years post qualification relevant experience.	21	35
7	Assistant Director (Planning & Development) (BPS-17)	01	(i) Master's degree or equivalent or BS (Hons.) (second division) in Economics or Engineering or Management Sciences or equivalent qualification from an institute or a university recognized by the Higher Education Commission. (ii) Five years post qualification relevant experience.	21	35
8	Registration Officer / Reception Officer / Sorting Officer (BPS-16)	04	MCS / MBA or equivalent with atleast 2nd Division from HEC recognised University and 2 years experience in relevant field in an academic institution. Having good computer knowledge preferably in tools like MS-Office, Corel Draw, Adobe Photoshop etc.	18	55
9	Data Entry Operator / Junior Conduct Officer / Junior Record Officer / (BPS-11)	06	Graduate from HEC recognised University with knowledge of computer having typing speed 40 w.p.m. who can operate Word, Excel, Power Point and other related software packages like Corel Draw, Photoshop etc.		
10	Security Supervisor (BPS-11)	01	Ex-Army Personnel. A retired JCO from fighting / supporting Arms with minimum 24 years colour service.		
11	Telephone Supervisor (BPS-11)	01	(i) Matric with science from a recognized board and; (ii) Three years Diploma of Associate Engineer from Technical Board or an equivalent qualification from any recognized Institute with one year experience in the relevant field.		
12	Computer Operator (BPS-10)	03	Intermediate with computer knowledge having typing speed 40 w.p.m. and able to operate Word, Excel, Powerpoint.		
13	Assistant House Keeper (BPS-09)	01	Intermediate from recognize board with three years' experience in the relevant field.		
14	Senior Cameraman (BPS-09)	02	F.Sc with three years technical experience in the relevant field.		
15	Audio Visual Operator (BPS-08)	01	i. Matric with science from a recognized Board and; ii. Diploma or training certificate from a recognized Institute / registered Organization with three years' experience in the relevant field.		

IMPORTANT

- 1) Appointments will be on contract basis as per UHS Service Statutes 2005.
- 2) University may conduct a written test /technical test/typing test and performance evaluation test will be conducted (Where applicable) and only eligible candidates who will qualify the written test /technical test/typing test and performance evaluation test will be called for interview.
- 3) Preference will be given to those having experience in a reputable Public Sector Medical University / Institution.
- 4) No TA/DA shall be admissible.
- 5) The selected candidates can be posted at any campus of the University (City & Jinnah Campus KSK).
- 6) Incomplete applications or applications received after due date will not be entertained.
- 7) Age relaxation will be granted as per existing policy of Government of Punjab.
- 8) Only Punjab domiciled candidates can apply.
- 9) University reserves the right to increase or decrease the number of posts without any notice
- 10) Applicants working in Public Sector Organization / Department must apply through proper channel.

HOW TO APPLY:

- 11) The application process shall consist of two phases:
 - a. Online submission
 - b. Manual submission
- 12) The candidate shall fill an online form available at UHS website (<http://portals.uhs.edu.pk/jobs>)
- 13) Applicant should fill the form carefully; complete the application by entering personal information, educational Information, experience, etc. Once the form is submitted, the candidate shall not be able to edit it.
- 14) The candidate should get a print of the online filled form by clicking "DOWNLOAD AND PRINT" button. If the facility of downloading and printing is not available at that time, the candidate can access his/her form any other time by clicking "SEARCH" button.
- 15) The candidate pay the prescribed fee through the computerized generated challan accessible after the submission of Job Application on UHS Job Portal through ILink or any branch of Bank of Punjab (BOP). The applicant shall attach his/her bank challan with his / her application form. The detail of the amount is as below:
 - a. BPS-11 to BPS-16 = **Rs. 500/-**
 - b. BPS-17 & Above = **Rs. 2000/-**
- 16) The print out of filled form, along with the attested copies of certificates, testimonials, CNIC, domicile and passport size colored photographs, original bank challan paid processing fee must reach the Office of Deputy Registrar (HR), Room # 12, University of Health Sciences, Khayaban-e-Jamia Punjab, Lahore, by post or by hand submission at Diary & Dispatch Section, University of Health Sciences, Lahore on or before **23rd July, 2025** during working hours.

Last date for submission of application is 23rd July, 2025.

REGISTRAR

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