Virtual University of Pakistan is Federal Chartered Public University with its Head Office at Islamabad
BE PART OF A WINNING TEAM – JOIN VIRTUAL UNIVERSITY
EQUAL OPPORTUNITY EMPLOYER

Virtual University of Pakistan requires the services of bright & motivated individuals, for the following posts on Ad-hoc basis, maximum for a period of six (06) months only, at market competitive salary. The duty station will be Lahore.

Sr. No.	Post / Pay Scale	No of Post	Criteria
1	**Assistant Security Officer (J-IV)**	01	**Qualification & Experience:** Intermediate, Ex-armed forces JCO/NCO, preference will be given to Regimental /Battalion Havildar Major. Clearance from the relevant authorities is required. **Job Description:** To supervise the security department and guide the security guard for risk free security of the premises; to report to management in case of any doubtful activity; and to perform any other duties as may be required by the University.
2	**Security Guard (J-VII)**	10	**Qualification & Experience:** Middle, Ex-armed forces with own licensed weapon. Necessary clearance from the relevant authorities is required. **Job Description:** To ensure security of the premises and to maintain gate registers, gate passes etc., to report to management in case of any doubtful activity; and to perform any other duties as may be required by the University

PLEASE READ THE FOLLOWING INSTRUCTIONS BEFORE APPLYING:

I. The age of superannuation is 60 years.
II. Those already in the government / semi-government service or autonomous bodies will be required to provide 'No Objection Certificate (NOC)' from their current employer, at the time of interview.
III. Part time, honorary, visiting, apprenticeship, freelancing and internee experience will not be counted as experience.
IV. Only eligible / short listed candidates will be contacted individually for test / interview.
V. Applications must reach this office in hard form, along with complete documents, by registered post, at the address given below latest by **Wednesday, April 20, 2022.**
VI. Candidates, who want to apply for more than one post, must apply separately for each post.
VII. Candidates shall sign an affidavit, at the time of interview, stating that he is not dual national and in case of selection, he shall not keep dual job, in any manner.
VIII. In case of selection/appointment, candidate shall submit medical fitness certificate, issued by Medical Superintended (MS) of any Civil / Government Hospital.
IX. In case, any deficiency is observed in the eligibility of the candidate or fake/incomplete information is provided by the candidate, his candidature will be cancelled or his job will be terminated, immediately, at any stage.
X. Selected candidate may be posted at any campus/office of Virtual University anywhere in Pakistan.
XI. Candidate shall present COVID-19 Vaccination Certificate at the time of interview.
XII. No TA / DA will be admissible for appearing in Interview.
XIII. Virtual University of Pakistan reserves the right to reject any or all applications, at any stage, without assigning any reason.

Last date of application: **Wednesday, April 20, 2022**

For further information, please contact:

DIRECTORATE OF ADMINISTRATION
VIRTUAL UNIVERSITY OF PAKISTAN
M.A. Jinnah Campus, Defence Road, Off Raiwind Road, Lahore.
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