

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 regular posts on contractual basis (three years extendable contract on satisfactory performance), at market competitive salaries. The duty station will be **Lahore/Islamabad** unless otherwise indicated.

Rector's Office <ul style="list-style-type: none"> Deputy Registrar (legal) [Pay Scale: E-III; No. of Post = 1] 	Directorate of Quality Enhancement <ul style="list-style-type: none"> Director Quality Enhancement [Pay Scale: E-I; No. of Post = 1] Deputy Director Quality Assurance [Pay Scale: E-III; No. of Post = 1]
Registrar's Office: <ul style="list-style-type: none"> Registrar [Pay Scale: E-I; No. of Post = 1] Additional Registrar [Pay Scale: E-II; No. of Post = 1] 	Directorate of ICT: <ul style="list-style-type: none"> General Manager ICT [Pay Scale: E-II; No. of Post = 1] Network and Information Security Specialist [Pay Scale: E-III; No. of Post = 1]
Directorate of Finance <ul style="list-style-type: none"> Director Finance [Pay Scale: E-I; No. of Post = 1] Additional Director Finance [Pay Scale: E-II; No. of Post = 1] 	Directorate of Administration: <ul style="list-style-type: none"> Deputy Director Administration [Pay Scale: E-IV; No. of Posts = 2]

The required criteria for applying for the above-mentioned Posts are given on the Virtual University Website (www.vu.edu.pk/jobs).

PLEASE READ THE FOLLOWING INSTRUCTIONS BEFORE APPLYING:

- The age of superannuation is 60 years.
- Those already in the government / semi-government service or autonomous bodies will be required to upload 'No Objection Certificate (NOC)' from their current employer, at the time of submission of online Job Application.
- Part time, honorary, visiting, apprenticeship and internee experience will not be counted as experience.
- Only eligible / short listed candidates will be contacted individually for test / interview.
- All Posts, shall be applied online (www.vu.edu.pk/jobs). It is mandatory to fill all relevant information on online job application form. In case any information is missing or fake, application(s) will not be processed.
- Candidates, who want to apply for more than one post, must apply separately for each post.
- Application processing fee of Rs. 3,000/- (non-refundable) shall be paid separately for each post, at the time of submission of online job application, through challan form (available on website).
- Written Test for any or all posts may be conducted, at the discretion of the University, where deemed necessary.
- Candidates shall sign an affidavit, at the time of interview, stating that he/she is not dual national and in case of selection, he/she shall not keep dual job, in any manner.
- In case of selection/appointment, candidate(s) shall submit medical fitness certificate, issued by Medical Superintendent (MS) of Civil / Government Hospital.
- In case, any deficiency is observed in the eligibility of the candidate or fake/incomplete information is provided by the candidate, his/her candidature will be cancelled or his/her job will be terminated, immediately, at any stage.
- Selected candidate may be posted at any campus/office of Virtual University anywhere in Pakistan.
- No TA / DA will be admissible for appearing in test / Interview.
- Virtual University of Pakistan reserves the right to reject any or all applications, at any stage, without assigning any reason.

Applicants should apply online:

www.vu.edu.pk/jobs

Last date of application:

Friday, January 28, 2022

For further information, please contact:

**DIRECTORATE OF ADMINISTRATION
 VIRTUAL UNIVERSITY OF PAKISTAN**

M.A. Jinnah Campus, Defence Road, Off Raiwind Road, Lahore.

UAN: (042) 111-880-880, Ext: 322, 328