BECOME A PART OF VIBRANT ORGANIZATION

JOB OPPORTUNITIES

Virtual University of Pakistan is the first electronic distance learning university established by the Government. Virtual University uses television broadcasts and the internet to deliver its courses.

Virtual University invites applications from suitably qualified individuals for the following positions on 3 years extendable contract.

ACADEMIC

PROFESSOR MANAGEMENT SCIENCES & COMPUTER SCIENCE (FOR LAHORE)
(Starting Salary Rs. 125,000) all inclusive
Qualification: PhD in the relevant field from HEC recognized University/Institution **Experience & Skill:** At least 15 years teaching/research experience in HEC recognized University or a post-graduate Institution or Professional experience in the relevant field in a National or International Organization (OR) 10 years post-PhD. teaching/research experience in a recognized University or a post graduate Institution or professional experience in the relevant field in a National or International Organization. 12 Research Publications (with at least 3 publications in last 5 years) in the HEC recognized journals.

ASSOCIATE PROFESSOR MANAGEMENT SCIENCES & COMPUTER SCIENCE (FOR LAHORE)
(Starting Salary Rs. 80,000) all inclusive
Qualification: PhD in the relevant field from HEC recognized University/Institution. **Experience & Skill:** At least 10 years teaching/research experience in HEC recognized University or a post-graduate Institution or professional experience in the relevant field in a National or International Organization (OR) 5 years post PhD teaching/research experience in HEC recognized University or a post-graduate Institution or professional experience in the relevant field in a National or International Organization. 8 Research publications (with at least 2 publications in last 5 years) in HEC recognized journals

ASSISTANT PROFESSOR BUSINESS ADMINISTRATION / PUBLIC ADMINISTRATION (FOR LAHORE)
(Starting Salary Rs. 50,000) all inclusive
Qualification: PhD in the relevant field from HEC recognized university/institution. (OR) First Class Master's degree (foreign) (OR) M.Phil (Pakistan) or equivalent degree as determined by the HEC in the relevant field from HEC recognized University/Institution. **Experience & Skill:** No experience is required for PhD. For non PhD at least 4 years post qualification teaching /research experience in a recognized university or a post-graduation institution or professional experience in the relevant field in a national or international organization. Command over English and IT proficiency are required.

LECTURER: BUSINESS ADMINISTRATION / PUBLIC ADMINISTRATION (MARKETING, MANAGEMENT, FINANCE, MIS, IT, ACCOUNTING, BANKING) / COMPUTER SCIENCE / INFORMATION TECHNOLOGY /MATHEMATICS / PSYCHOLOGY/ MASS COMMUNICATION / COMMERCE (FOR LAHORE)
(Starting Salary Rs. 35,000) all inclusive
Qualification: First Class Master's degree or Bachelors degree – Equivalent to 16 Years of education in the relevant field with no 3rd division in the academic career from HEC recognized University/Institution.
Experience & Skill: At least 4 years post qualification teaching /research experience in a recognized university or a post-graduate institution or professional experience in the relevant field in a national or international organization. Experience of an e-Learning environment will be preferred. Command over English and IT proficiency are required.

TUTORS / INSTRUCTORS: BUSINESS ADMINISTRATION / PUBLIC ADMINISTRATION (MARKETING, MANAGEMENT, FINANCE, MIS, IT, ACCOUNTING, BANKING) COMPUTER SCIENCE / ENGLISH / MATHEMATICS / PHYSICS / STATISTICS / ISLAMIC STUDIES / PAKISTAN STUDIES / SOFTWARE PROJECTS AND RESEARCH WORKS / PSYCHOLOGY / COMMERCE (FOR LAHORE)
(Starting Salary Rs. 20,000) all inclusive
Qualification: First Class Master's degree or Bachelors degree – Equivalent to 16 Years of education in the relevant field with no 3rd division in the academic career from HEC recognized University/Institution. (Relaxable to at least 2nd division in case of Master's degree in English)
Experience & Skill: No Experience Required. Command over English and IT proficiency are required.

CONTROLLER EXAMINATION (FOR LAHORE)
(Starting Salary Rs. 125,000) all inclusive
Qualification: PhD from HEC recognized University / Institution **Experience & Skill:** At least 20 years experience in a University environment in teaching/research or administrative positions. Experience of examination department will be preferred. Strong IT skills are a must.

DEPUTY CONTROLLER EXAMINATION (FOR LAHORE)
(Starting Salary Rs. 65,000) all inclusive
Qualification: Four (4) Years BS degree in Computer Science/IT or equivalent (1st division) from HEC recognized University / Institution with no 3rd division in the academic career. **Experience & Skill:** At least 7 years post qualification experience in developing, deploying and managing complex IT systems. Experience of examination department will be preferred. Strong interpersonal and communication skills are required.

ASSISTANT CONTROLLER EXAMINATION (FOR LAHORE)
(Starting Salary Rs. 20,000) all inclusive
Qualification: Four (4) Years BS degree in Computer Science/IT or equivalent (1st division) from HEC recognized University / Institution with no 3rd division in the academic career. **Experience & Skill:** No experience required. Strong database management skills would be an asset.

INFORMATION TECHNOLOGY

MANAGER IT (FOR LAHORE)
(Starting Salary Rs. 65,000) all inclusive
Qualification: 4-Year BS degree in Computer Science/IT or equivalent (1st division) from HEC recognized University / Institution. **Experience & Skill:** At least 7 Years post qualification experience of designing, developing and deploying complex software systems. Good domain knowledge of Learning and Content Management Systems as well as current programming tools and languages is a must. Experience of

developing desktop and Internet based applications with strong database management skills is required. Excellent interpersonal and management skills will be an asset.

WEBMASTER (FOR LAHORE)
(Starting Salary Rs. 50,000) all inclusive
Qualification: 4-Year BS degree in Computer Science/IT or equivalent (1st division) from HEC recognized University / Institution **Experience & Skill:** At least 5 years of post-qualification web development and deployment experience with good coordination / management skills. Excellent English writing & communication skills are mandatory. Should have experience with a wide variety of operating systems including Open Source. Knowledge of configuring web-servers such as IIS, Apache etc. and proficiency in current web-development languages and tools is required.

JUNIOR WEBMASTER (FOR LAHORE)
(Starting Salary Rs. 20,000) all inclusive
Qualification: 4-Year BS degree in Computer Science/IT or equivalent (1st division) from HEC recognized University / Institution **Experience & Skill:** No experience required. Excellent English writing & communication skills are mandatory. Should have experience with a wide variety of operating systems including Open Source. Knowledge of configuring web-servers such as IIS, Apache etc. and proficiency in current web-development languages and tools is required**.**

SYSTEM ANALYST (FOR LAHORE)
(Starting Salary Rs. 40,000) all inclusive
Qualification: 4-Year BS degree in Computer Science/IT or equivalent (1st division) from HEC recognized University / Institution. **Experience & Skill:** At least 4 Years post qualification experience of designing, developing and deploying complex software systems. Good domain knowledge of Learning and Content Management Systems as well as current programming tools and languages is a must. Experience of developing desktop and Internet based applications with strong database management skills is required. Excellent interpersonal and management skills will be an asset.

SENIOR SOFTWARE ENGINEER (FOR LAHORE)
(Starting Salary Rs. 35,000) all inclusive
Qualification: 4-Year BS degree in Computer Science/IT or equivalent (1st division) from HEC recognized University / Institution. **Experience & Skill:** At least 3 Years post qualification experience of designing, developing and deploying complex software systems. Good domain knowledge of Learning and Content Management Systems as well as current programming tools and languages is a must. Experience of developing desktop and Internet based applications with strong database management skills is required. Excellent interpersonal and management skills will be an asset.

SOFTWARE ENGINEER (FOR LAHORE)
(Starting Salary Rs. 25,000) all inclusive
Qualification: 4-Year BS degree in Computer Science/IT or equivalent (1st division) from HEC recognized University / Institution. **Experience & Skill:** At least 2 Years post qualification experience of designing, developing and deploying complex software systems. Good domain knowledge of Learning and Content Management Systems as well as current programming tools and languages is a must. Experience of developing desktop and Internet based applications with strong database management skills is required. Excellent interpersonal skills will be an asset.

ASSISTANT SOFTWARE ENGINEER (FOR LAHORE)
(Starting Salary Rs. 15,000) all inclusive
Qualification: 4-Year BS degree in Computer Science/IT or equivalent (1st division) from HEC recognized University / Institution. **Experience & Skill:** No experience required.

NETWORK MANAGER (FOR LAHORE)
(Starting Salary Rs. 35,000) all inclusive
Qualification: 4-year BS(CS/IT) (OR) BE(EE) or equivalent (1st division) from HEC recognized University/Institution with Network certification **Experience & Skill:** At least 4 Years post qualification experience of designing, implementing and maintaining complex networks; capability to handle firewalls, routers, switches and other LAN/WAN equipment. Proficiency in installing, configuring and troubleshooting web, file, mail, DBMS, DNS and proxy servers etc. under Windows/Linux environments is required.

NETWORK ADMINISTRATOR [FOR LAHORE]
(Starting Salary Rs. 25,000) all inclusive
Qualification: BS(CS/IT) (OR) BE(EE) or equivalent (at least 2nd division) from HEC recognized University / Institution with Network certification **Experience & Skill:** At least 2 Years post qualification experience of designing, implementing and maintaining complex networks; capability to handle firewalls, routers, switches and other LAN/WAN equipment. Proficiency in installing, configuring and troubleshooting web, file, mail, DBMS, DNS and proxy servers etc. under Windows/Linux environments is required.

ASSISTANT NETWORK ADMINISTRATOR [FOR LAHORE]
(Starting Salary Rs. 15,000) all inclusive
Qualification: BS (CS/IT) (OR) BE (EE) (at least 2nd division) from HEC recognized University / Institution. **Experience & Skill:** No experience required. Network Certification will be preferred.

HARDWARE TECHNICIAN (FOR LAHORE)
(Starting Salary Rs. 12,500) all inclusive
Qualification: DAE with specialization in computer hardware & maintenance (at least 2nd division) from recognized Institution **Experience & Skill:** At least 2 Years post qualification experience of Computer and Networking Hardware maintenance and repair.

ELECTRICIAN (FOR LAHORE)
(Starting Salary Rs. 10,000) all inclusive
Qualification: DAE (at least 2nd division) from recognized Institution. **Experience & Skill:** At least 2 years post qualification experience as an electrician in a well reputed organization. Ability to install and maintain all electrical fittings / DBs as well as wiring is required. Experience in operation and handling of power generator will be preferred.

TELEVISION

ASSISTANT PROGRAM PRODUCER (FOR LAHORE)
(Starting Salary Rs. 25,000) all inclusive

Qualification: Bachelor's degree or equivalent from HEC recognized University / Institution **Experience & Skill:** At least 7 years Television program production experience. A flare for creativity with team management skills will be considered assets. Experience in producing programs independently using multiple cameras through switcher is a must. Knowledge of latest production techniques and equipment will be preferred. Foreign training in Television production will be preferred. Fluency in spoken and written English is a must. IT proficiency is required.

SCRIPT WRITER (FOR LAHORE)
(Starting Salary Rs. 50,000) all inclusive

Qualification: Master's degree from HEC recognized University / Institution

Experience and Skill: At least 7 years post qualification experience of report writing, articles, scripts etc in English, and be well-versed in editorial judgment. Capability of writing scripts for promos and other short duration videos in English is a must. Knowledge of the latest trends in copy writing and press releases with good communication, interpersonal and computer skills are also required.

RECORDING ENGINEERS (FOR LAHORE)
(Starting Salary Rs. 25,000) all inclusive

Qualification: DAE (at least 2nd division) from recognized Board/ Institution. **Experience and Skill**: At least 10 years experience in renowned production houses or TV stations is a must. Experience of setting up and patching equipment racks, CCU, switchers, cameras and all related audio/video equipments is required.

ENGINEER EARTH STATION (FOR LAHORE)
(Starting Salary Rs. 25,000) all inclusive

Qualification: B Tech, or DAE (at least 2nd division) from a recognized University / Board/ Institution. **Experience & Skill:** At least 10 years experience in electronics / telecommunication / radar / broadcasting. Operating experience of encoders, multiplexers, AV routers and HPAs will be preferred.

EDITING ENGINEER (FOR LAHORE)
(Starting Salary Rs. 25,000) all inclusive

Qualification: Intermediate or equivalent from recognized Institution. **Experience & Skill:** At least 7 years experience in TV animation/graphics/editing. Work experience in a renowned television station or a production house will be preferred. Proficiency in operating editing and related software is a must. Skills in making quality promos would be an asset.

FINANCE

DEPUTY DIRECTOR FINANCE (FOR LAHORE)
(Starting Salary Rs. 65,000) all inclusive

Qualification: ACA/ACMA OR MBA/MPA/4-year Bachelors degree with specialization in Finance (at least 2nd division) from HEC recognized University / Institution. **Experience & Skill:** At least 8 years experience for ACA/ACMA or 10 years experience for MBA / MPA/Bachelors degree with at least 4 years post qualification experience. Strong interpersonal skills and IT Proficiency are a must.

PROCUREMENT OFFICER (FOR LAHORE)
(Starting Salary Rs. 25,000) all inclusive
Qualification: MBA (Finance)/MPA (Finance)/M.Com or equivalent (at least 2nd division) from HEC recognized University / Institution. **Experience & Skill:** At least 4 years post qualification experience of purchase department of any government / semi-government/multinational/national organization. Knowledge of applicable standards & material specifications is a must. Awareness of PPRA and other Government Rules is required. Analytical and administrative skills will be an asset. IT proficiency is a must.

ASSISTANT PROCUREMENT OFFICER (FOR LAHORE)
(Starting Salary Rs. 15,000) all inclusive
Qualification: Bachelor's degree (at least 2nd Division) from HEC recognized University / Institution. **Experience & Skill:** At least 5 years post qualification experience of purchase department of any government / semi-government/multinational/national organization. Knowledge of applicable standards & material specifications is a must. Awareness of PPRA and other Government Rules is required. IT proficiency is a must.

ACCOUNTANT (FOR LAHORE)
(Starting Salary Rs. 15,000) all inclusive
Qualification: Bachelor's degree in Commerce/ Accounting /Finance (at least 2nd division) from HEC recognized University / Institution. **Experience & Skill:** At least 5 years relevant experience of record keeping, maintenance of accounts and compilation of reports. IT proficiency is a must.

ACCOUNTS ASSISTANT (FOR LAHORE)
(Starting Salary Rs. 10,000) all inclusive
Qualification: Bachelor's degree in Commerce/ Accounting /Finance (at least 2nd division) from HEC recognized University / Institution.
Experience & Skill: No experience required. Prior knowledge of accounts work will be preferred. IT proficiency is a must.

LOGISTICS

LOGISTICS OFFICER (FOR LAHORE)
(Starting Salary Rs. 25,000) all inclusive
Qualification: MBA/MPA or equivalent (at least 2nd division) from HEC recognized University / Institution **Experience & skill:** At least 4 years post qualification experience. Excellent interpersonal skills. Ability to achieve deadlines concerning multi-task assignments will be an asset. IT proficiency is a must

ASSISTANT LOGISTICS OFFICER (FOR LAHORE)
(Starting Salary Rs. 15,000) all inclusive
Qualification: MBA/MPA or equivalent (at least 2nd division) from HEC recognized University / Institution. **Experience & skill:** At least 1 year post qualification experience. Excellent interpersonal skills. Ability to achieve deadlines concerning multi-task assignments will be an asset. IT proficiency is a must

ADMINISTRATION

ADMIN OFFICER (FOR LAHORE)
(Starting Salary Rs. 25,000) all inclusive
Qualification: Bachelor's degree (at least 2nd Division) from HEC recognized University / Institution. **Experience & skill:** At least 7 years experience in administration. Ability to maintain office filing system and staff records is a must. Experience of noting, drafting, correspondence with government departments, arrangement of high level meetings, maintenance of premises and security arrangements will be preferred. IT proficiency is a must.

ASSISTANT REGISTRAR [FOR LAHORE]
(Starting Salary Rs. 20,000) all inclusive
Qualification: Master's degree or equivalent (at least 2nd division) from HEC recognized University / Institution. **Experience & Skill:** At least 4 years post-qualification experience in office administration in a University/educational institution. IT proficiency is a must.

Those already in government service should apply through proper channel. Applications should reach the undersigned by **April 09, 2007.** Applicants for above mentioned posts should submit their CVs with a recent passport sized photograph and attested copies of educational qualification and experience certificates in a sealed cover clearly specifying the post being applied for at the address given below.

Director Administration
Virtual University of Pakistan
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URL: www.vu.edu.pk