WALKIN INTERVIEW

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.

Sr. No.	Post / Pay Scale	Duty Station/ No of Post	Criteria: Qualification & Experience
1	Accounts Officer (J-III)	Islamabad - 1	At least 2nd Class MBA/MPA/M.Com in Finance or equivalent with at least 3 years experience (OR) at least 2nd Class Commerce/Finance/Accounting graduate from an HEC recognized University / institution with at least 5 years experience (OR) Article ship from an ICAP registered firm with at least 5 years experience. IT Proficiency is a must.
2	Accountant (J-IV)	Lahore - 1	Bachelor's degree in Commerce/ Accounting /Finance or equivalent (at least 2nd division) from HEC recognized University / Institution. At least 3 years post qualification experience of record keeping, maintenance of accounts and compilation of reports. IT proficiency is a must.
3	Assistant Security Officer (J-IV)	Kala Shah Kaku Site (Lahore) - 1	Intermediate, Ex-armed forces JCO/NCO, preference will be given to Regimental /Battalion Havildar Major. Clearance from the relevant authorities is required.
4	Electrician (J-VI)	Kala Shah Kaku Site - 1 Lahore -1 Islamabad - 1	At least 2nd division DAE (electrical) from a recognized Institution. 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 is required.

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. Candidates are advised to appear for walk-in interview and bring original educational certificates/degrees/experience letter and CNIC along with **one (1) set of attested copies** and passport size photograph **Wednesday 05 July 2023** from 09:00 AM till 12:00 PM at Virtual University of Pakistan, M.A Jinnah Campus, Defence Road, Off Raiwind Road, Lahore.

V. 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.

VI. In case of selection/appointment, candidate shall submit medical fitness certificate, issued by Medical Superintended (MS) of any Civil / Government Hospital.

VII. 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 job will be terminated, immediately, at any stage.

VIII. Selected candidate may be posted at any campus/office of Virtual University anywhere in Pakistan.

IX. Candidate shall present COVID-19 Vaccination Certificate at the time of interview.

X.   No TA / DA will be admissible for appearing in Interview.

For further information, please contact:

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