



**Virtual University of Pakistan**  
**World-Class Education at Your Doorstep**



**BE PART OF A WINNING TEAM – JOIN VIRTUAL UNIVERSITY**  
**EQUAL OPPORTUNITY EMPLOYER**

Virtual University of Pakistan requires the services of bright & motivated individual, for the following post on Adhoc Basis, maximum for a period of six (06) months, at market competitive salaries.

Sr. No.	Post/Location	Pay Scale /Salary	Criteria
1	<b>Office Support Staff</b> <b>No. of Post=1</b> <b>(Lahore)</b>	(J-VII) Lump sum Rs. 22,522/- per month	<b>Qualification &amp; Experience:</b> Matriculate (at least 2nd division). At least one year post qualification experience of office work.

**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 submit '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. Application must reach this office in hard form, along with complete documents, by registered post, at the address given below latest by Tuesday, April 12, 2022.
- VI. 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.
- VII. In case of selection/appointment, candidate shall submit medical fitness certificate, issued by Medical Superintendent (MS) of Civil / Government Hospital.
- VIII. Candidate shall present COVID-19 Vaccination Certificate at the time of interview.
- IX. In case, any deficiency is observed in the eligibility of the candidate, at any stage, his/her candidature will be cancelled, immediately.
- X. Selected candidate may be posted at any campus/office of Virtual University anywhere in Pakistan.
- XI. No TA / DA will be admissible for appearing in Interview.
- XII. 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](http://www.vu.edu.pk/jobs)

Last date of application:

**Tuesday, April 12, 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**