

Eligibility Criteria for Administrative Positions

S/NO	Position & Scale	Requirement and Experience	Age Limit	Local
1	Registrar (BPS-20) (Contract)	<p>a. Postgraduate or equivalent qualification in 1st Division from HEC recognized University with 15 Years Teaching/administrative experience including experience of Establishment / Service matters in post equivalent to grade-17 and above in University / Board / Government Department / Autonomous organization.</p> <p>b. PhD in the relevant field with 14 Year's administrative / Establishment or teaching experience in posts, equivalent to grade-17 or above in a Public University/Board/Govt department or autonomous organization.</p> <p>Preference shall be given to those candidates who relevant experience of serving against grade-19 post for at least 02 Years dealing with Establishment / Service matters.</p>	50	Balochistan
2	Treasurer (BPS-20) (Contract)	<p>a. Charter Accountant / MBA (Finance) / M.Com or equivalent qualification (1st Division) from an HEC recognized University/Board with 15 Years' experience in the field of Finance and Accounting in Posts equivalent to grade-17 and above in University / Board / Government Department / Autonomous organization.</p> <p>b. PhD in the relevant field with 14 Years' experience in the field of Finance & Accounting in posts, equivalent to grade-17 or above in Public University/Board/Govt department or autonomous organization.</p> <p>Preference shall be given to those candidates who have relevant experience of serving against grade-19 post for at least 02 Years dealing with Finance & Accounts matters.</p>	50	Balochistan

3	Controller of Examination (BPS-20) (Contract)	<p>a. Postgraduate or equivalent qualification in 1st Division from HEC recognized University with 15 Years administrative/supervising experience in post equivalent to grade-17 and above in University / Board / Government Department / Autonomous organization.</p> <p>b. PhD in the relevant field with 14 Year's administrative / supervising experience in posts, equivalent to grade-17 or above in Public University/Board/Govt department or autonomous organization.</p>	50	Balochistan
4	Deputy Registrar (BPS-18)	<p>MBA / MA/ MSc or equivalent or Postgraduate qualification at least in 2nd Division from HEC recognized University with 5 Years' experience in Administration / Academics/ Management in posts equivalent to BPS-17 in University / Government Department or Autonomous Organization. Certificate in Computer including office automation package and latest Windows operating system shall be added advantage.</p>	35	Balochistan
5	Deputy Director-HR (BPS-18)	<p>MBA / MPA / MA/ MSc or equivalent or Postgraduate qualification in HR at least in 2nd Division from HEC recognized University with 5 Years' experience in Administration / Academics/ Management in posts equivalent to BPS-17 in University / Government Department or Autonomous Organization. Certificate in Computer including office automation package and latest Windows operating system shall be added advantage.</p> <p>Preference shall be given to those candidates who have relevant experience of Establishment / HR matters.</p>	35	Balochistan
6	Deputy Treasurer (BPS-18)	<p>MBA (Finance) or M. Com or Postgraduate qualification in Commerce at least in 2nd Division from HEC recognized University with 5 Years' experience in Accounts / Audit / Financial Management in posts equivalent to BPS-17 and above in University / Government Department or Autonomous Organization. Certificate in Computer applications/financial management applications, financial computer software operations including MS Office and related Windows applications shall be added advantage.</p>	35	Balochistan

7	Assistant Engineer-Civil (BPS-17)	B.E (Civil) preferably in 1 st division from HEC recognized University with three (03) Year's relevant experience on a post equivalent to BPS-12 or BPS-14 in University / Government Department / Autonomous Organization. Registered with PEC and Certification in Computer.	35	Balochistan
8	Assistant Librarian (BPS-16)	Postgraduate qualification in Library Science, preferably in 1 st class or equivalent qualification from HEC recognized University. Two (2) years' experience in Library Administration in a post equivalent to BPS-16 in a university / College / Government Department / Autonomous Organization or Postgraduate Diploma in Library Science with Five (5) years' experience in the relevant field. Certificate in Computer including office automation package and latest windows operating system.	35	Balochistan
9	Assistant (BPS-16)	Graduation from a recognized University at least 2 nd division. Typing speed of 30 w.p.m and one-year experience in the relevant field. Certification in Computer including office automation package and latest Windows Operating System.	35	Balochistan
10	Security Supervisor (BPS-14)	Graduation and at least two (2) years' of relevant experience, Retired Army/ Police person, not below the rank of a Naib Subedar/Inspector from Pakistan Army/Police will be preferred.	35	Balochistan

Eligibility criteria for Faculty Positions:

As per Higher Education Commission eligibility criteria for appointment in the relevant faculty positions under BPS is available at the link below;

<https://hec.gov.pk/english/services/universities/QA/Pages/Faculty-Appointment-Criteria.aspx>

GAT (Subject) test for the position of Lecturers will be conducted by the National Testing Service (NTS);

Candidates who have qualified NTS GAT (Subject) test shall be accepted for the position of Lecturers only subject to submission of valid result card issued by NTS.

Terms & Conditions:

1. Application must be submitted on prescribed "Employment Form" available in Jobs Section at the university website: www.mckru.edu.pk.
2. Application processing fee of Rs. 3,000/- for each position of BPS-17 and above, Rs. 2,000/- for BPS-16, and Rs. 1,000/- for BPS-14 can be submitted in form of bank draft in favor of

Director-Finance, Mir Chakar Khan Rind University (MCKRU), Sibi or can be deposited through bank challan in UBL Bank Sibi Branch Account No: 000258710199.

3. Application processing fee shall be non-refundable not transferable.
4. Duly filled applications on prescribed "Employment Form" along with four (04) recent passport size photographs, attested true copies of all educational degrees, experience certificates, CNIC and local / domicile must be submitted to the office of the Assistant Director-HR, Mir Chakar Khan Rind University, Luni road Sibi on or before the last date.
5. In case of candidate applies for more than one post, separate envelope for each application shall be used.
6. Incomplete or applications received after due date shall not be entertained.
7. In case of foreign degree, equivalency certificate from HEC must be submitted with the application.
8. Age limit not more than 35 years of age mentioned against each positions at the time of closing date of the applications, upper age limit relaxation shall be admissible as per the notification of Government of Balochistan.
9. The university reserves the right to change number of posts, cancel advertised posts, not to fill any post, partly or as whole without assigning any reason.
10. The university shall also reserve the right to withhold the appointment against any advertised post or to accept / reject any application without assigning any reason.
11. Hiding facts and providing mis-information may lead to termination even after selection of candidate (s) at any stage.
12. Canvassing in any manner or form will disqualify the candidature.
13. Experience Certificate as per CV must be attached with the application form.
14. The candidates are required to submit their application forms for the Position of Professor, Associate Professor, along with curriculum vitae, attested recent photographs, Copies of CNIC, all the educational degrees and other testimonials in dossier shape.
15. Only shortlisted candidates will be called for test / interview and no TA/DA shall be admissible.
16. Obtaining highest marks in written test does not confer the right of selection; however final selection shall be decided by the MCKRU Selection Committee / Selection Board as the case may be.
17. The decision of the Selection Committee / Selection Board of Syndicate and Senate as the case may be shall not be challenged at any court of law at any stage.
18. The selected candidates shall be responsible for getting properly relieved from their parent departments (if any).
19. Candidates who are already in service may apply through proper channel and submit NOC with the application.
20. The over / under qualified approach may be considered during shortlisting.
21. Decision of the university shall remain binding in all cases.
22. Errors and Omissions are liable to be rectified by the University;
23. Recruitment test will be conducted by NTS as the case may be.
24. Last date for submission of application is January 8, 2021.

Registrar
Mir Chakar Khan Rind University
Sibi