



INTERNATIONAL ISLAMIC UNIVERSITY, ISLAMABAD

SITUATION VACANT

APPLICATIONS ARE INVITED FROM QUALIFIED PERSONS FOR THE FOLLOWING ACADEMIC AND NON-ACADEMIC POSTS:-

- **PROFESSOR BPS-21/TTS**
MASS COMMUNICATIONS (MALE)

REQUIREMENTS ON BPS

PH.D. FROM AN HEC RECOGNIZED INSTITUTION IN THE RELEVANT FIELD WITH 15- YEARS TEACHING/ RESEARCH IN HEC RECOGNIZED UNIVERSITY OR A POST-GRADUATE INSTITUTION OR PROFESSIONAL EXPERIENCE IN THE RELEVANT FIELD IN A NATIONAL OR INTERNATIONAL ORGANIZATION. **15 RESEARCH PUBLICATIONS (WITH AT LEAST 5 PUBLICATIONS IN THE LAST 5 YEARS), IN HEC RECOGNIZED JOURNALS.**

OR

PHD DEGREE IN RELEVANT FIELD WITH 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. **15 RESEARCH PUBLICATIONS (WITH AT LEAST 5 PUBLICATIONS IN THE LAST 5 YEARS), IN HEC RECOGNIZED JOURNALS.**

REQUIREMENTS ON TTS

- (i) PH.D FROM A RECOGNIZED AND REPUTABLE INSTITUTION IN THE RELEVANT FIELD;
 - (ii) 11-YEARS POST-PH.D EXPERIENCE **OR**
7 YEARS POST-PH.D PLUS 12 YEARS OF EXPERIENCE BEFORE PH.D
(3 YEARS BEFORE PH.D = ONE YEAR POST PH.D IN THE RELEVANT FIELD) IN A RECOGNIZED UNIVERSITY OR A POST-GRADUATE INSTITUTION OR PROFESSIONAL EXPERIENCE IN THE RELEVANT FIELD IN A NATIONAL OR INTERNATIONAL ORGANIZATION;
 - (iii) 15 RESEARCH PUBLICATIONS (WITH AT LEAST 5 PUBLICATIONS IN THE PAST 5 YEARS) IN INTERNATIONALLY ABSTRACTED JOURNALS RECOGNIZED FOR THE PURPOSE OF APPOINTMENT ON TENURE TRACK BY THE HEC.
- **ASSOCIATE PROFESSOR (BPS-20)/TTS**
PSYCHOLOGY (MALE) MECHANICAL ENGINEERING (MALE)

REQUIREMENT ON B.P.S. FOR ENGINEERING, INFORMATION TECHNOLOGY COMPUTING DISCIPLINES,

PH.D. IN THE RELEVANT FIELD FROM INSTITUTION RECOGNIZED BY HEC IN CONSULTATION WITH PEC WITH 07 YEARS TEACHING/RESEARCH EXPERIENCE IN A RECOGNIZED INSTITUTION/UNIVERSITY AT POST GRADUATE LEVEL OR PROFESSIONAL EXPERIENCE IN THE RELEVANT FIELD IN A NATIONAL OR INTERNATIONAL ORGANIZATION OUT OF WHICH 02 YEARS MUST BE TEACHING EXPERIENCE. **MUST HAVE 10 RESEARCH PUBLICATIONS (WITH AT LEAST 04 PUBLICATIONS IN LAST 05 YEARS) IN HEC/PEC RECOGNIZED JOURNALS."**

OR

PHD DEGREE IN RELEVANT FIELD WITH 05 YEARS POST PH.D TEACHING/RESEARCH EXPERIENCE IN AN HEC RECOGNIZED UNIVERSITY OR A POST GRADUATE INSTITUTION OR PROFESSIONAL EXPERIENCE IN THE RELEVANT FIELD IN A NATIONAL OR INTERNATIONAL ORGANIZATION. **MUST HAVE 10 RESEARCH PUBLICATIONS (WITH AT LEAST 04 PUBLICATIONS IN LAST 05 YEARS) IN HEC/PEC RECOGNIZED JOURNALS."**

QUALIFICATION/EXPERIENCE ON B.P.S. OTHER THAN ENGINEERING, INFORMATION TECHNOLOGY, COMPUTING SCIENCES

PH.D IN THE RELEVANT FIELD FROM AN HEC RECOGNIZED UNIVERSITY/INSTITUTION WITH 10-YEARS TEACHING/RESEARCH IN AN HEC RECOGNIZED UNIVERSITY OR POST GRADUATE INSTITUTION OR

PROFESSIONAL EXPERIENCE IN RELEVANT FIELD IN NATIONAL OR INTERNATIONAL ORGANIZATION. **MUST HAVE 8 PUBLICATIONS (WITH AT LEAST 4 PUBLICATIONS IN LAST 5 YEARS) IN HEC RECOGNIZED JOURNALS.**

OR

PhD DEGREE IN RELEVANT FIELD WITH 5-YEARS POST PhD TEACHING/RESEARCH EXPERIENCE IN AN HEC RECOGNIZED UNIVERSITY OR POST GRADUATE INSTITUTION OR PROFESSIONAL EXPERIENCE IN THE RELEVANT FIELD IN A NATIONAL OR INTERNATIONAL ORGANIZATION. **MUST HAVE 8 PUBLICATIONS (WITH AT LEAST 4 PUBLICATIONS IN LAST 5 YEARS) IN HEC RECOGNIZED JOURNALS.**

REQUIREMENTS ON TTS

- (i) Ph.D FROM A RECOGNIZED AND REPUTABLE INSTITUTION IN THE RELEVANT FIELD;
- (ii) 6-YEARS POST-Ph.D EXPERIENCE

OR

4 YEARS POST-Ph.D PLUS 6 YEARS OF EXPERIENCE BEFORE Ph.D

(3 YEARS BEFORE Ph.D = ONE YEAR POST Ph.D IN THE RELEVANT FIELD) IN A RECOGNIZED UNIVERSITY OR A POST-GRADUATE INSTITUTION OR PROFESSIONAL EXPERIENCE IN THE RELEVANT FIELD IN A NATIONAL OR INTERNATIONAL ORGANIZATION;

- (iii) 10 RESEARCH PUBLICATIONS (WITH AT LEAST 4 PUBLICATIONS IN THE PAST 5 YEARS) IN INTERNATIONALLY ABSTRACTED JOURNALS RECOGNIZED FOR THE PURPOSE OF APPOINTMENT ON TTS BY THE HEC.

- **ASSISTANT PROFESSORS (BPS-19)/TTS**

PSYCHOLOGY (MALE) HISTORY (MALE) MECHANICAL ENGINEERING (MALE) STATISTICS (MALE/FEMALE)

REQUIREMENTS ON BPS

“Ph.D IN THE RELEVANT FIELD FROM AN HEC RECOGNIZED UNIVERSITY/INSTITUTION.

OR

MASTER’S DEGREE (FOREIGN) OR M.S/M.PHIL WITH THESIS (PAKISTAN) OR EQUIVALENT IN THE RELEVANT FIELD FROM AN HEC RECOGNIZED UNIVERSITY/INSTITUTION WITH A MINIMUM OF 02 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. PERSONS WITH PhD AND/OR RESEARCH EXPERIENCE & PUBLICATIONS WILL BE PREFERRED.”

REQUIREMENTS ON T.T.S. OF ASSISTANT PROFESSORS

- (i) Ph.D FROM A RECOGNIZED AND REPUTABLE INSTITUTION IN THE RELEVANT FIELD, PhD THESIS MUST HAVE BEEN EVALUATED BY TWO FOREIGN EXPERTS.
- (ii) EXCELLENT WRITTEN COMMUNICATION SKILLS AS WELL AS EXCELLENT PRESENTATION SKILLS.

- **LECTURER (BPS-18)**

PSYCHOLOGY (MALE), ECONOMICS (FEMALE), STATISTICS (MALE)

M.S/M.PHIL FROM AN HEC RECOGNIZED UNIVERSITY/INSTITUTION (CANDIDATES WITH ONLY ONE 3rd DIVISION IN THE ENTIRE ACADEMIC CAREER ARE ALSO ELIGIBLE) IN THE RELEVANT FIELD (DISCIPLINE)

- **MANAGER INFORMATION RESOURCE CENTRE (IRC) (BPS-18) MALE**

Ph.D. IN LIBRARY SCIENCE FROM AN HEC RECOGNIZED UNIVERSITY WITH 2 YEARS RELEVANT EXPERIENCE. MUST HAVE COMPUTER PROFICIENCY **OR** MASTER’S DEGREE (B-GRADE IN SEMESTER SYSTEM/Ist DIVISION IN ANNUAL SYSTEM) OR EQUIVALENT FROM AN HEC RECOGNIZED UNIVERSITY IN LIBRARY SCIENCE/INFORMATION SCIENCE WITH 5 YEARS PROFESSIONAL EXPERIENCE IN BPS-17 OR EQUIVALENT IN IT APPLICATIONS IN LIBRARIES SHOULD HAVE COMPLETED SPECIAL TRAINING COURSES IN THE IT FIELD AND HAVE THE ABILITY TO DELIVER PRESENTATIONS, TRAINING FOR THE USE OF ELECTRONIC RESOURCES.

- **TEACHING/RESEARCH ASSOCIATE**

HISTORY (FEMALE) ELECTRONICS/ELECTRICAL ENGINEERING (MALE/FEMALE), POLITICS & IR (MALE), SOCIOLOGY (MALE), ISLAMIC STUDIES (FEMALE)

FIRST CLASS MASTER’S DEGREE OR EQUIVALENT (16 YEARS EDUCATION) IN THE RELEVANT SUBJECT WITH NO THIRD DIVISION IN THE ACADEMIC CARRIER.

- **PROGRAMME COORDINATOR (BPS-17)**
LAW (MALE), ELECTRONICS/ELECTRICAL (MALE/FEMALE), ENGLISH (FEMALE), POLITICS & IR (MALE), SOCIOLOGY (MALE),

MASTER'S DEGREE (B-GRADE IN SEMESTER SYSTEM AT LEAST 65% MARKS/1ST DIVISION IN ANNUAL EXAM. SYSTEM) IN THE RELEVANT FIELD, PREFERABLY WITH SOME EXPERIENCE AS PROGRAM COORDINATOR/TEACHING/RESEARCH ASSISTANT IN A FACULTY OF A RECOGNIZED UNIVERSITY. MUST HAVE CERTIFIED COMPUTER PROFICIENCY." OR MASTER'S DEGREE OR EQUIVALENT IN MANAGEMENT SCIENCES (B-GRADE IN SEMESTER SYSTEM AT LEAST 65% MARKS/1ST DIVISION IN ANNUAL EXAM. SYSTEM) PREFERABLY WITH SOME EXPERIENCE, WITH CERTIFIED COMPUTER PROFICIENCY.

- **PROGRAMME COORDINATOR (BPS-17) MALE**

MASTER'S DEGREE OR EQUIVALENT IN MANAGEMENT SCIENCES (B-GRADE IN SEMESTER SYSTEM AT LEAST 65% MARKS/1ST DIVISION IN ANNUAL EXAM. SYSTEM) PREFERABLY WITH SOME EXPERIENCE, WITH CERTIFIED COMPUTER PROFICIENCY

- **ASSISTANT DIRECTOR ACCOUNTS (FEMALE) BPS-17**

MASTER'S DEGREE (B-GRADE AT LEAST 65% IN SEMESTER SYSTEM /1st DIVISION IN ANNUAL EXAM. SYSTEM) OR EQUIVALENT IN BUSINESS ADMINISTRATION OR COMMERCE OR FINANCE. MUST HAVE COMPUTER PROFICIENCY.

- **ASSISTANT DIRECTOR SOFTWARE (MALE) BPS-17**

MASTER'S DEGREE (B-GRADE IN SEMESTER SYSTEM AT LEAST 65% MARKS/1ST DIVISION IN ANNUAL EXAM. SYSTEM) IN COMPUTER SCIENCE/SOFTWARE ENGINEERING FROM AN HEC RECOGNIZED UNIVERSITY

OR

BACHELOR DEGREE (B-GRADE IN SEMESTER SYSTEM/1st DIVISION IN ANNUAL EXAM. SYSTEM) OR EQUIVALENT IN COMPUTER SCIENCE/SOFTWARE ENGINEERING FROM AN HEC RECOGNIZED UNIVERSITY/ INSTITUTION WITH TWO YEARS RELEVANT EXPERIENCE.

- **ASSISTANT DIRECTOR PURCHASE & STORE (MALE) BPS-17**

MASTER DEGREE (B-GRADE IN SEMESTER SYSTEM/1st DIVISION IN ANNUAL EXAM. SYSTEM) OR EQUIVALENT FROM HEC RECOGNIZED UNIVERSITY IN THE RELEVANT SUBJECT PREFERABLY WITH ONE YEAR EXPERIENCE. MUST HAVE COMPUTER PROFICIENCY.

- **PROJECT COORDINATOR (BPS-17) MALE**

MBA (HR/FINANCE/PROJECT MANAGEMENT) PREFERABLE EXPERIENCE. MUST HAVE COMPUTER SKILLS IN THE USE OF MICROSOFT (WORD/EXCEL/POWER POINT). DATA-BASE SOFTWARE AND NET SURFING.

- **LAB ENGINEER ELECTRONICS/ELECTRICAL ENGINEERING (BPS-17) MALE/FEMALE**

1st CLASS OR B-GRADE BACHELOR DEGREE WITH AT LEAST 65% MARKS IN ELECTRONICS ENGINEERING FROM HEC RECOGNIZED INSTITUTION. (SHOULD ALSO BE A MEMBER OF PAKISTAN ENGINEERING COUNCIL)

- **LAB ENGINEER MECHANICAL ENGINEERING (BPS-17) MALE**

1st CLASS OR B-GRADE BACHELOR DEGREE WITH AT LEAST 65% MARKS IN MECHANICAL ENGINEERING FROM HEC RECOGNIZED INSTITUTION. (SHOULD ALSO BE A MEMBER OF PAKISTAN ENGINEERING COUNCIL)

- **ASSISTANT ACCOUNTS OFFICER (FEMALE) BPS-16**

1st CLASS MASTER DEGREE IN BUSINESS ADMINISTRATION/COMMERCE FROM HEC RECOGNIZED INSTITUTION. MUST BE COMPUTER PROFICIENT. OR 1st CLASS OR B GRADE BBA/B.COM FROM HEC

RECOGNIZED INSTITUTION WITH 02 YEARS EXPERIENCE OF ACCOUNTS/AUDIT. PREFERENCE WILL BE GIVEN TO THE CANDIDATES HAVING EXPERIENCE OF COMPUTERIZED ACCOUNTING SOFTWARE.

- **ASSISTANT SYSTEM ADMINISTRATOR (FEMALE) BPS-16**

AT LEAST 2ND DIVISION B.C.S FROM RECOGNIZED UNIVERSITY WITH 3 YEARS RELEVANT EXPERIENCE.

- **LAB TECHNICIAN ELECTRICAL/ELECTRONICS (MALE) BPS-14**

DAE (ELECTRONICS/ELECTRICAL) FROM GOVT. RECOGNIZED INSTITUTE WITH 2 YEARS POST QUALIFICATION EXPERIENCE IN MAINTENANCE OF EQUIPMENTS.

- **HARDWARE TECHNICIAN (MALE) BPS-14**

DAE COMPUTER FROM GOVT. RECOGNIZED INSTITUTE WITH 2 YEARS PROFESSIONAL EXPERIENCE IN MAINTENANCE OF COMPUTER AND RELATED EQUIPMENT

OR

F.A/F.Sc. WITH ONE YEAR CERTIFICATE COURSE IN COMPUTER HARDWARE FROM GOVT. RECOGNIZED INSTITUTE WITH 4 YEARS RELEVANT EXPERIENCE.

- **STENOTYPYST (MALE) BPS-12**

AT LEAST INTERMEDIATE WITH SHORTHAND/ TYPING SPEED 70/40 W.P.M IN LATEST WORD PROCESSING SOFTWARE.

- **CRICKET COACH (MALE) BPS-11**

INTERMEDIATE, HAVE PLAYED FIRST CLASS CRICKET AND POSSES 03 YEARS COACHING EXPERIENCE OR METRICULATION, HAVE PLAYED FIRST CLASS CRICKET AND POSSES 5 YEARS COACHING EXPERIENCE.

- **NETWORK/SYSTEM TECHNICIAN (MALE) BPS-11**

AT LEAST 2ND DIVISION F.A/F.Sc. PLUS ONE YEAR CERTIFICATE COURSE IN COMPUTER HARDWARE FROM GOVERNMENT RECOGNIZED INSTITUTE WITH TWO YEARS POST-QUALIFICATION EXPERIENCE OF INSTALLATION/ TROUBLE-SHOOTING OF COMPUTER PARTS AND CORPORATE NETWORK.

NOTE: PREFERENCE WILL BE GIVEN TO INDUSTRY STANDARD CERTIFICATE HOLDERS.

NOTE:-

- I. IIU RESERVES THE RIGHT TO SHORT LIST THE CANDIDATES AND TO REJECT ANY/ALL APPLICATIONS WITHOUT ASSIGNING ANY REASON.
- II. APPLICANTS APPLIED FOR THE POSTS OF LAB ENGINEER ELECTRONICS/ELECTRICAL ENGINEERING (MALE) & MANGER INFORMATION RESOURCE CENTRE (IRC) IN RESPONSE TO OUR PREVIOUS ADVERTISEMENT PUBLISHED ON APRIL 19, 2009. THEY DON'T NEED TO APPLY AFRESH.
- III. APPLICATIONS ON PRESCRIBED FORMS (FOR POSTS IN BPS-17 & ABOVE) OBTAINABLE FROM THE PERSONNEL-V SECTION OR TO BE DOWN-LOADED FROM THE WEBSITE WWW.IIU.EDU.PK DULY COMPLETED IN ALL RESPECTS ALONG-WITH ATTESTED COPIES OF TESTIMONIALS, EXPERIENCE CERTIFICATES AND NOC FROM THE PRESENT EMPLOYER (IF ANY) WITH CROSSED POSTAL ORDER/PAY ORDER/BANK DRAFT (IN FAVOUR OF ADDITIONAL DIRECTOR (FINANCE), IIU OF Rs.300/-
- IV. APPLICANTS FOR THE POSTS IN BPS-16 & BELOW MAY APPLY ON PLAIN PAPER WITH CROSSED POSTAL ORDER/PAY ORDER/BANK DRAFT FOR Rs.50/- ALONG WITH COPIES OF THE REQUIRED DOCUMENTS AS INDICATED ABOVE.
- V. THE LAST DATE OF RECEIPT OF APPLICATIONS IS **MAY 05, 2010** IN THE OFFICE OF THE **DEPUTY DIRECTOR (PERSONNEL), INTERNATIONAL ISLAMIC UNIVERSITY, ADMIN BLOCK, NEW CAMPUS SECTOR H-10, ISLAMABAD.**

SYED NAVEED EHTISHAM
DEPUTY DIRECTOR (PERSONNEL)
051-9019290-9019219