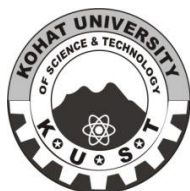# KOHAT UNIVERSITY OF SCIENCE & TECHNOLOGY

Top Class Education in a Vibrant Environment driven by Research and Innovation

Kohat 26000, Khyber Pakhtunkhwa, Pakistan Ph # 0922-52914778, Fax # 554556

Advertisement No: 02/2023

Applications are invited from suitable candidates for the following vacancies on *Regular Basis (Contributory Provident Fund)* as stated against each for Kohat University of Science & Technology, Kohat (KUST):

S.No	Nam of Posts with Scale	No of Posts	Qualification and Experience Required
1.	Registrar BPS-20 (CPF)	01	First division degree (16 years education) from HEC recognized Universities/ DAI's with 17 years' experience in Teaching / Administration /in a University or a Government Department or an Autonomous Organization in pay scale 17 or its equivalent and above.
2.	Assistant Director QEC BPS-17 (CPF)	01	First division degree (16 Years education) from HEC recognized University/ DAI's
3.	Assistant Director Database BPS-17 (CPF)	01	First division Degree (l6 years education) in Computer Science/IT from HEC recognized University Institution
4.	Assistant Provost (Female) BPS-17 (CPF)	01	First division degree (16 Years education) from HEC recognized University/ DAI's
5.	Office Superintendent BPS-17 (CPF)	07	Master Degree or equivalent (16 years Education) with at least 45% marks/ CGPA 2.00/4.00 equivalent and 06 years relevant experience in a Govt./Semi Govt./Autonomous organization and command on computer applications (Office automation tools and word processers). **OR** Bachelor Degree (14 years Education) with at least 45% marks and l0 years relevant experience in a Govt./Semi Govt./Autonomous organization and command on computer applications (Office automation tools and word processers).
6.	Hostel Manager BPS-16 (CPF)	02	Master's Degree or equivalent with at least 45% marks/CGPA 2.0/4.0 or equivalent from a recognized University having 2 years relevant experience. **OR** Bachelor's Degree (14 years education) with at least 45% marks From a recognized University with 4 years relevant experience.
7.	Security Officer BPS-16 (CPF)	01	Master in Public Administration/ LLB with at least 45% marks/Equivalent CGPA from a recognized University.
8.	Computer Operator BPS-16 (CPF)	04	Master/BS (16 years education) in Computer Science with at least 45% marks or CGPA2.0/4.0 or equivalent having 02 years relevant experience in a Govt./Semi Govt./Autonomous organization with a 40 words per minute in Typing. **OR** Graduate (14 years education) with 04 years relevant experience in a Govt./Semi Govt./Autonomous organization with a 40 words per minute in Typing.
9.	Assistant Network Administrator BPS-16 (CPF)	01	Master Degree (16 years education) or equivalent with at least 45% marks or CGPA 2.0/4.0 or equivalent in Computer Science/IT/ Electronic Engineering with 02 years' experience in computer programming and networking.

10.	Junior Clerk BPS-11 (CPF)	13	Intermediate with at least 45% marks having adequate computer literacy with a minimum typing speed of 30 words per minute
11.	Lady Health Visitor BPS-11 (CPF)	01	i. Matric with Science in at least 2nd division. ii. 2 years LHV Course from Public Health Centre recognized by nursing council.
12.	Lab Assistant BPS-11 (CPF)	13	Matric with Science in at least 45% marks and 05years' experience in the relevant field in Govt/Semi Govt./Autonomous organization. **OR** F.Sc or equivalent (Relevant subject) in at least 45% marks with 02 years' experience in the relevant field in Govt./Semi Govt./Autonomous organization.
13.	Lab Technician BPS-11 (CPF)	03	F.A/FSc with at least 45 %marks having 01 year relevant experience in Govt./Semi Govt./Autonomous organization.
14.	CCTV Technician BPS-11 (CPF)	03	Associate Diploma of Engineering in Electronics from Technical Board with at least 45% marks.
15.	Tube Well Operator BPS-11 (CPF)	01	Matric in at least 2nd division with 2 years' experience in Operating Tube-Wells **OR** Literate with 10 years' experience in Operating Tube-Wells.
16.	Naib Imam BPS-11 (CPF)	01	Certificate in Daura-e-Hadith and Qirrat from a recognized Dar-ul-Uloom with 7 years relevant experience in a Mosque of Govt./Semi Govt./ Autonomous organization. Hafiz of parts of Al-Quran.
17.	Compounder/ Dispenser BPS-09 (CPF)	02	Matric with Science having at least 45% marks and a dispenser certificate from a recognized Institution and 3 years' experience.
18.	Laboratory Attendant BPS-07 (CPF)	18	Matric with Science in at least 2nd Division.
19.	Driver BPS-05 (CPF)	14	Matric in at least 2nd division with a valid HTV/LTV license and having 5 years' experience of driving heavy transport. **OR** Literate with a valid HTV/LTV license and having 10 years' experience of driving heavy transport.
20.	Electrician BPS-05 (CPF)	01	Matric in at least 2nd division with Electrician's Certificate from a recognized Institution and 2 years relevant experience **OR** Literate with 10 years' experience as electrician.
21.	Book Binder BPS-05 (CPF)	01	Matric in at least 2nd division with 2 years' experience in the binding work. **OR** Literate with 05years experience in the relevant field.
22.	Welder BPS-05 (CPF)	01	Matric in at least 2nd division with electrician's certificate from a recognized institute and 2 year relevant experience **OR** Literate with 10 years' experience in the relevant field.
23.	Plumber BPS-05 (CPF)	01	Matric in at least 2nd division with certificate in plumbing and 2 year's professional experience. **OR** Literate with 10 years relevant experience.
24.	Cook BPS-03 (CPF)	01	Matric with at least 45% marks having 03 years relevant experience in reputable hotels. **OR** Literate with at least 05 years relevant experience in a reputable hotels.

25.	Library Attendant BPS-02 (CPF)	01	Matriculate **OR** Literate with 05 years relevant experience.
26.	Security Guard/ Chowikdar BPS-02 (CPF)	33	Retired personnel of Armed Forces/Civil Armed Forces. Educated persons will be given preference.
27.	Naib Qasid BPS-02 (CPF)	08	Matriculate **OR** Literate with 05 years relevant experience.
28.	Helper BPS-02 (CPF)	07	Matric with at least 45% marks **OR** Literate with 5 years' experience in the relevant field.
29.	Mali BPS-02 (CPF)	26	Matric with at least 45% marks **OR** Literate with 05 years relevant experience.
30.	Sweeper BPS-02 (CPF)	13	Matriculate **OR** Literate with 05 years relevant experience.

TERMS & CONDITIONS:

- Candidates shall apply online through **URL http://jobs.kohat.edu.pk** on or **before June 09, 2023**.
- Fresh hiring shall be made purely on Contributory Provident Fund (CPF) basis as per KUST approved policy.
- Application processing Fee (Non-Refundable) for the position at S.No.1 is Rs.4,000/- for S.No.2 to 5 is Rs. 2000/- for S.No.6 to 9 is Rs.1500/- & for S.No 10 to 16 is Rs.1,000/- for S.No 17 to 24 Rs. 800/- & for S.No 25 to 30 is Rs.500/- be deposited in HBL KUST Account No. 03430000100001 titled VC KUST.
- This is the responsibility of candidates to make it sure that they have uploaded all relevant documents/ information/experience certificates into the online system.
- **For the positions from S.No 06 to 18, candidates only can apply having domicile of KOHAT DIVISION and for the positions from S.No 19 to 30, candidates only can apply having domicile of DISTRICT KOHAT.**
- **Preference will be given to the employees who are already working in KUST from S.No 06 to 30 (if eligible).**
- Candidates are strictly advised to avoid uploading invalid documents.
- No document(s) will be accepted after the deadline even during the appeal time (if any).
- Incomplete/invalid documents and documents with ambiguity shall not be accepted.
- Legal action will be taken if any of the submitted documents was found faked/tampered.
- The age of candidates must not be less than 18 years and not more than 45 years on closing date of the advertisement.
- Eligibility in all respect shall be reckoned up to the closing date of the advertisement
- Employees of Govt./Semi Govt./Autonomous Organizations shall provide NOC from their employer.
- Only shortlisted candidates will be called for test/interview.
- **Written test will be conducted through testing agency or the University.**
- KUST reserves the right not to fill any of these posts without assigning any reason.
- No TA/DA will be admissible to the candidates called for test/interview.
- Any information required may be sought through Email: registrar@kust.edu.pk or phone 0922-52914773 during the office hours only.
- Being online procedure, the applicants are advised to regularly visiting the Kohat University of Science and Technology (KUST) website from time to time to get updates regarding the process of recruitment.
- Errors & Omissions (if any) are liable to subsequent rectification by the University Authorities.

Assistant Registrar Estt.
Kohat University of Science & Technology,
Kohat