



THE WOMEN UNIVERSITY MULTAN

CAREER OPPORTUNITIES

Applications are Invited from Pakistan nationals (Females Only) for following vacant posts for appointment on Regular (BPS)/Tenure Track System (TTS)/Contract Basis:

01 PROFESSOR TTS/BPS-21 (Regular/Contract)
Age Limit: As per HEC (relaxable as per Govt. rules)

Subject / No. of Posts:

- Applied Psychology /01
- Arabic /01
- Art & Design /01
- Biochemistry /01
- Biotechnology /01
- Botany /01
- Computer Science /01
- Chemistry /01
- Economics /01
- Education /01
- English /01
- Environmental Sciences /01
- History /01
- Information Technology /01
- International Relations /01
- Islamic Studies /01
- Mass Communication /01
- Management Sciences /01
- Mathematics /01
- Microbiology & Molecular Genetics /01
- Pakistan Studies /01
- Pharmacy /01
- Physics /01
- Political Science /01
- Sociology /01
- Statistics /01
- Urdu /01
- Zoology /01

Qualification / Experience/Publications: (As per HEC Eligibility Criteria)

03 ASSISTANT PROFESSOR TTS/BPS-19 (Regular/Contract)
Age Limit: As per HEC (relaxable as per Govt. rules)

Subject / No. of Posts:

- Applied Psychology /03
- Arabic /02
- Art & Design /02
- Biochemistry /01
- Biotechnology /01
- Botany /02
- Computer Science /01
- Chemistry:
 - Inorganic Chemistry /01
 - Organic Chemistry /01
 - Physical Chemistry /01
 - Biochemistry /01
- Economics /03
- Education /03
- English /04
- Environmental Sciences /01
- History /02
- Information Technology /02
- International Relations /02
- Islamic Studies /03
- Mass Communication /03
- Management Sciences:
 - Marketing /01
 - Human Resource Management /01
- Mathematics /02
- Microbiology & Molecular Genetics /01
- Pakistan Studies /01
- Pharmacy /02
- Physics /01
- Political Science /01
- Sociology /02
- Statistics /02
- Urdu /04
- Zoology /02

Qualification / Experience/Publications: (As per HEC Eligibility Criteria)

02 ASSOCIATE PROFESSOR TTS/BPS-20 (Regular/Contract)
Age Limit: As per HEC (relaxable as per Govt. rules)

Subject / No. of Posts:

- Applied Psychology /02
- Arabic /01
- Art & Design /02
- Biochemistry /01
- Biotechnology /01
- Botany /02
- Computer Science /01
- Chemistry /02
- Economics /02
- Education /02
- English /01
- Environmental Sciences /02
- History /01
- Information Technology /01
- International Relations /01
- Islamic Studies /01
- Mass Communication /02
- Management Sciences /02
- Mathematics /02
- Microbiology & Molecular Genetics /02
- Pakistan Studies /01
- Pharmacy /02
- Physics /02
- Political Science /01
- Sociology /02
- Statistics /02
- Urdu /01
- Zoology /01

Qualification / Experience/Publications: (As per HEC Eligibility Criteria)

04 LECTURER BPS-18 (Regular/Contract)
Age Limit: 21-35 Years (relaxable as per Govt. rules)

Subject / No. of Posts:

- Applied Psychology /02
- Art & Design /02
- History /02
- Islamic Studies /02
- Mathematics /01
- Pakistan Studies /02
- Statistics /01

Qualification / Experience/Publications: (As per HEC Eligibility Criteria)

Important Instructions and Terms & Conditions:

1. The candidates are advised to:
 - a. Download Application Form from the University website i.e. www.wum.edu.pk.
 - b. Read all terms and conditions and instructions of the Advertisement carefully in order to submit complete applications in all respects.
 - c. Submit separate application and pay separate processing fee, in case if applying for more than one post.
 - d. Submit only personal valid E-mail address, personal Mobile number & latest postal address.
2. The onus/responsibility of correctness of the data given in application will rest absolutely on the candidate.
3. Candidates should fill the Application Form carefully in the light of the Guidelines and Instructions mentioned in the Advertisement for the said post.
4. Candidates shall not be allowed to apply after Closing Date fixed for receipt of applications, in any case.
5. Candidates applying under both systems BPS as well as TTS should submit separate applications along with complete documents together with required fee for each application.
6. The Candidates are required to ensure that no column of Application Form is left blank.
7. Candidates for the posts of Associate Professor & Professors are required to submit five hard copies and one hard copy of Application Form (duly signed) in case of other posts along with attested copies of degrees / certificates / testimonials / photograph (1x1) and including first page of each research paper showing name of journal, title of research paper, Name of author, Name of Publisher and ISSN Number etc.
8. Candidates for the posts of Professor and Associate Professor are also required to submit one soft copy of Application Form along with attested copies of degrees/certificates/testimonials/ photograph (1x1) and complete research papers in a Pdf file on a CD/DVD, in addition to hard copy.
9. The size of Pdf file should not exceed 10 MB. If the size of PDF file exceeds 10 MB the candidate must split the file into different volumes.
10. The candidates applying under TTS, must fill the proforma for grant of advance increments If she has never opted TTS anywhere else.
11. Last date to apply and to submit the applications for all posts to the University is 24/07/2020.
12. In case the Candidate is serving Government Department/Semi-Government Department/Autonomous Body, a Departmental Permission Certificate/ NOC issued by the Competent Authority of the concerned Department is required to be produced along with hard copy of application form. Any application without Departmental Permission Certificate/ NOC shall be rejected & advance copy shall not be entertained.
13. If the candidate who has applied after taking NOC from her parent department/ Institution/ University and got selected in any other department/ Institution/ University during the process of selection, she would be required to send NOC issued by the new employer immediately, failing which the application will be rejected ab-initio.

14. The qualification, experience, other credentials and research papers of the candidates prescribed in the present advertisement should be completed in all respects on or before the Closing Date fixed for such post(s).
15. Applications of candidates, whose result is not officially announced by the Controller of Examination of a Board/ University on or before the closing date, shall not be considered.
16. Instructions issued by the Higher Education Commission or University from time to time shall be followed in true letter and spirit.
17. In case any information provided by the Candidate in her application form is found to be incorrect or false at any stage, she will be disqualified and action will be taken under the Rules.
18. Incomplete applications shall not be entertained.
19. In case of Assistant Professor/Lecturer, only short-listed candidates will be called for interview/test and no TA/DA will be admissible for this purpose. The shortlisting will be made on the basis of criteria approved by the University.
20. Only those candidates will be considered for appointment under BPS who are already serving The Women University Multan or somewhere else under BPS except for the post of Lecturer (BPS-18).
21. The candidates who are serving under BPS and intends to apply for TTS may apply for TTS subject to the condition that they meet the eligibility criteria for the post as per criteria defined by HEC.
22. The University reserves the rights to increase/decrease the number of post(s), to change the nature of the posts, not to fill/withdraw any post(s), withhold the appointment against any advertised post(s) without assigning any reason.
23. The hard copies of application form complete in all respects (along with soft copy on CD/DVD in case of application for the posts of Associate Professor & Professor) must reach the office of the **Assistant Registrar (Establishment Branch), The Women University (Kutchery Campus), LMQ Road, Multan** on or before closing date during office hours.
24. No TA/DA or any other expenditure shall be admissible for any purpose.
25. 5% quota for minorities & 3% quota for disabled persons are reserved and all other quotas are reserved in consonance with notifications of Government of the Punjab. The candidates shall have to provide the relevant certificates along with application against specific quota duly issued by the authorized departments/person to do so.
26. Candidates already serving The Women University Multan are advised to apply through proper channel.
27. All faculty members who are serving/had served The Women University Multan under Interim Placement of Fresh Ph.Ds. (IPFP) are encouraged to apply.

FEE

28. Candidates applying for the post of Professor/Associate Professors under BPS/TTS are required to attach Demand Draft/Pay Order amounting to Rs. 3,000/-.
29. Candidates applying for the posts of Assistant Professors & Lecturers under BPS/TTS are required to attach Demand Draft/Pay Order amounting to Rs.1,500/-.

FOREIGN DEGREES/DIPLOMAS.

30. The University shall accept degrees/certificates/diplomas of those Foreign Universities or Institutions only which have been recognized/attested by Higher Education Commission (HEC) of Pakistan & Inter Board Committee of Chairmen (IBCC) or any other Competent Agency/Authority as the case may be.
31. Foreign degree holders must provide equivalence certificate issued by the HEC or IBCC as the case may be along with application form.
32. Condition of Master's (foreign) mentioned in the HEC Minimum Eligibility Conditions for the appointment of Faculty at HELs/DAIs means Master's degree awarded by the chartered foreign University for which HEC has granted its equivalence with Pakistan's MS/MPhil or 18 years of education.

EQUIVALENT QUALIFICATION:

33. The equivalence of foreign and local academic qualifications as laid down by the HEC or IBCC or other Competent Authority shall be accepted only.
34. In case a candidate claims that her qualification is equivalent to the prescribed qualification, she will be required to submit equivalence of her qualification issued by the Competent Authority before closing date.
35. If a candidate fails to submit Equivalence Certificate issued by the Competent Authority before closing date or whenever asked by the University, her candidature shall be cancelled.
36. Candidates who claim equivalence of a foreign/ domestic degree with the prescribed educational qualifications of post, must at the time of submission of requisite documents, enclose certificate/proof of such equivalence of degrees/diplomas/certificates issued by the competent authority e.g. Higher Education Commission, Inter Board Chairmen Committee or any other Authority along with their translation in Urdu/English. Otherwise their applications will be liable to rejection, and no subsequent claim on this account will be accepted by the University.

EXPERIENCE (WHERE SO REQUIRED/ MANDATORY)

37. For the purpose of counting of experience of the candidates, the following criteria will be applied:
 - a. Experience where required for determination of eligibility for a post, a candidate shall have to produce documentary evidence in support of her claim.
 - b. Experience of Government Service shall only be accepted if the Certificate is issued by the concerned Appointing Authority/Person Authorized to do so.
 - c. Experience in private entities shall be accepted only if such entity is registered with SECP, Registrar of Firms or any other Regulatory Authority.
 - d. Only that particular/professional experience shall be considered which has been acquired in the relevant area while working in Public Sector or HEC recognized institutions in the Private Sector.
 - e. Experience certificate in respect of Contract employment issued by the Appointing Authority under the rules shall be accepted.
 - f. In case where Experience is a Pre-requisite, it shall be counted only post qualification experience, if not otherwise prescribed.
38. Research/ professional experience means the actual period spent on conducting research in the area of specialty or in the area of profession relevant to the post applied for:
 - a. Actual duration of PhD program up to 4 years and actual duration of post-doc program shall be counted as research experience.
 - b. Period spent on study leave shall be counted as research / professional experience if the area of study is relevant to the post applied for.
39. Post qualification experience' means the experience gained in a regular full-time paid job including experience of contract services only.
40. The experience as part time, honorary and apprentice/ internee will not be considered/ counted as experience.
41. Experience from Firms/ Companies/ Institutions/ Organizations/ Banks/ NGOs etc., will be accepted if these are well known nationally or internationally, have appropriately been registered/ incorporated with concerned government department/ institution for doing business, maintain office (s) and have proper registration number/ reference number, where applicable.

RESEARCH PAPERS (WHERE SO REQUIRED/MANDATORY)

42. Research papers which have been published in a journal enlisted by Higher Education Commission (HEC) shall be accepted only.
43. International Journals having an impact factor of ISI and listed in Journal Citation Report (JCR) of Institute for Scientific Information (ISI) or any other parameter as defined by HEC would only be considered as HEC recognized International journals.
44. The University shall not accept research papers of a candidate which have been published in any journal after the Closing Date for receipt of applications for the advertised post. Research Papers under publications shall also not be acceptable in any case.
45. Case-studies, translations, briefs & presentations in conferences, short communication etc. shall not be admissible as professional/ original research papers.
46. Utilization and validity of categories of journals (W, X, Y, Z) shall be applicable as per HEC guide lines.
47. For appointments under TTS, research papers published in Journals that fall under the category W, X and Y will be acceptable for Social Sciences and for Science disciplines papers published in W category (Impact Factor) Journals only shall be acceptable.

INTERVIEW & CALL-UP LETTER

48. Schedule of Interviews/test for the said posts will be uploaded on the website of the University.
49. Candidates can download their Call-up-letter and Information about Date, Time and Venue of Interview from the University website.
50. The candidates who are abroad may be considered for interview through Skype or any other online facility.

Registrar

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