



# LAHORE COLLEGE FOR WOMEN UNIVERSITY

Jail Road, Lahore – Pakistan. Tel: 042-99203801-09, 99201950 Ext: 205 Fax: 042-99203077

Website: www.lcwu.edu.pk E-mail: registrar@lcwu.edu.pk

## VACANCIES

### A) TEACHING POSTS:

Sr. No.	Post	Subject	No. of Posts	Gender	Max Age	Qualification & Experience
1.	Professor (BPS-21)	Architecture	01	Male / Female	35-55 years	As laid down in criteria devised by HEC.
		Electrical Engineering	01			
		Economics	01			
		Management Science	01			
		Mathematics	01			
		Statistics	01			
		Physics	01			
		English	01			
2.	Associate Professor (BPS-20)	Architecture	01	Male / Female	33-50 years	As laid down in criteria devised by HEC.
		Statistics	01			
		Physics	02			
		Social Work	01			
		Gender and Development Studies	02			
		Public Administration	02			
		Economics	01			
		Management Science	01			
		Geography	01			
		Arabic	01			
		Mass Communication	01			
		Sociology	01			
		TESOL	01			
		History of Arts	01			
		Interior Design	01			
		Political Science	01			
		International Relations	01			
		City and Regional Planning	01			
Psychology	01					
Urdu	01					
3.	Assistant Professor (BPS-19)	Electrical Engineering	01	Female	30-45 years	As laid down in criteria devised by HEC.
		Physics	01			
		Social Work	01			
		Gender and Development Studies	01			
		Software Engineering	01			
		Public Administration	01			
		Economics	02			
		Sociology	02			
		Management Science	01			
		Persian	01			
		Islamic Studies	01			
		Mass Communication	01			
		English Linguistics	01			
		English Literature	02			
		Home Economics	01			
		International Relations	01			
		Health & Physical Education	02			
		Interior Design	01			
Psychology	01					

### B) NON – TEACHING POSTS:

Sr. No.	Name of Post	BPS	No. of posts	Age Limit	Qualification
1.	Budget & Finance Officer	18	01	30-40 Years	CA/ A.C.M.A. / M.B.A (Finance) / M.Com. / M.A Economics at least 2nd Division from HEC recognized University or Institution with 5 years' experience in aggregate experience of Audit / Account in A Public Sector / Private Organization of repute.

2.	Deputy Controller of Examinations	18	01	26-40 Years	Masters or equivalent degree (at least in the 2 <sup>nd</sup> division) from HEC recognized University/ Institution and 5 years in aggregate, teaching / administrative or professional experience in an HEC recognized University or Post Graduate Institution or in a National or International Organization. Preference shall be given to a candidate who holds a master degree in Economics, Math, Stat or Computer Science and has the experience relevant to the field.
3.	Assistant Controller of Examinations	17	05	21-35 Years	Masters or equivalent degree (at least in the 2 <sup>nd</sup> division) from HEC recognized University/ Institution. Preference shall be given to a candidate who holds a master degree in Economics, Math, Stat or Computer Science
4.	Assistant Registrar	17	03	21-35 Years	Masters or equivalent degree (at least in the 2 <sup>nd</sup> division) from HEC recognized University/ Institution and computer literate.
5.	Assistant Treasurer	17	02	21-35 Years	CA / A.C.M.A. / .M.B.A (Finance) / M.Com. / M.A Economics at least 2 <sup>nd</sup> Division from HEC recognized University or Institution. Preference shall be given to a Candidate who has experienced of the relevant field.
6.	Webmaster	17	01	21-35 Years	Bachelor's degree (16 years) in Computer Science (at least 2 <sup>nd</sup> Division) from an HEC recognized University / Institution. Should have knowledge of graphics tools, experience of Web Technologies including ASP / PHP / CGI / VB Script / JSP / DHTML / IIS. Database integration experience for MySQL, MS-Access, MS-SQL server, Oracle, etc. Open Source Software Development or Configuration or Optimization.
7.	Network Engineer	17	01	21-35 Years	MS / BS-CS / MCS / B.E (Electronics) / B.Sc. (Electronics) / M.Sc (Electronics) from an HEC recognized University / Institution with experience in hardware & software maintenance & LAN support. Experience of troubleshooting computer hardware, printers, scanners & LAN problems. Experience and Knowledge of installation, configuration & troubleshooting with Windows9x/NT/2000/XP & related software. Strong knowledge of data networking and telecommunications principles. Must possess good communication skill is also required.
8.	Assistant Database Administrator	17	01	21-35 Years	Bachelor degree (16-years) in Computer Science at least 2 <sup>nd</sup> Division from an HEC recognized University / Institution. Certification on Oracle database Administration OCPDBA, Oracle / MySQL / MS-Access / MS-SQL server, Data Modeling, Backup Plan & Implementation, Monitoring, Tuning & database Replication shall be preferred.
9.	Sub Engineer	14	01	20-30 Years	Diploma in Civil / Electrical Technology from a recognized institution / Board.
10.	Computer Lab Supervisor	14	04	21-35 Years	Graduate (14-years) or PGD in Computer Science from HEC recognized University / Institution with 2 years of experience in LAN environment. Must have LAN configuration Experience. Computer Software/Network troubleshooting and disk cloning experience. Must have Knowledge & experience of CAT 6 Patch / Crossover / configuration Cable. Must possess good communication skill.
11.	Hardware Technician	14	02	18-30 Years	Intermediate in Computer Science or DAE and have A+ certification or equivalent certification from HEC recognized University / Institution / Board with 5 years of experience in LAN environment. Must have LAN configuration and disk cloning experience. Must have Knowledge & experience of CAT 6 Patch / Crossover / configuration Cable. Must have experience to maintain records and inventories. Must possess good communication skill.
12.	Senior Clerk	14	03	18-30 Years	Intermediate (at least 2 <sup>nd</sup> Division) from recognized institution / Board with 5 years' experience as Junior Clerk. Computer Knowledge will be preferred
13.	Store Keeper	14	01	21-35 years	Graduate. (at least 2 <sup>nd</sup> Division) from HEC recognized University / Institution with 2-years experience in relevant field or Intermediate (at least 2 <sup>nd</sup> Division) with 5-years experience in the relevant field.

14.	Laboratory Assistant	14	01	21-35 Years	B.Sc. (at least 2 <sup>nd</sup> Division) in the relevant discipline from HEC recognized University / Institution with 5 years experience in the relevant field.
15.	Library Assistant	11	01	18-30 Years	Graduation (at least 2 <sup>nd</sup> Division) with Diploma in Library Science.
16.	Junior Library Assistant	09	04	18-30 Years	Intermediate (at least second division) with Diploma / Certificate in Library Science.
17.	Lecture Assistant	09	04	18-30 Years	F.Sc. or equivalent from a recognized institution or board with some experience in some relevant field.
18.	Electrician	09	01	18-30 Years	Certificate in Electrical Technology from a recognized Institution and 3 years experience in the relevant field.
19.	Driver	05	05	21-40 Years	Literate, having L.T.V / H.T.V License. Preference will be given to an experienced person.
20.	Book Binder	05	01	18-30 Years	Skilled worker with 3 years experience in the relevant field.
21.	Bus Conductor	02	01	18-30 Years	Literate.
22.	Lab Attendant	02	04	18-30 Years	Matric or equivalent from a recognized institution or Board with science.
23.	Helper	02	03	18-30 Years	Skilled worker with 3 years experience in the relevant field.
24.	Naib Qasid	02	03	18-30 Years	Literate
25.	Waterman	02	01	18-30 Years	Literate
26.	Mali / Baildar	02	05	18-30 Years	Literate. Preference will be given to an experienced person, in the relevant field.
27.	Ground man / Markers	02	01	18-30 Years	Literate
28.	Sanitary Worker	02	05	18-30 Years	Literate

### **General Information:**

Application Form along with one page CV, attested photocopies of relevant documents, CNIC, Domicile, one recent photograph and experience certificates must be attached with the application. Application Forms and Challan forms are available on LCWU website [www.lcwu.edu.pk](http://www.lcwu.edu.pk) and submit the application form at Lahore College for Women University, Lahore from **09:00 a.m. to 03:00 p.m.** Detail of processing fee is as under:

- Rs. 3000/- for BPS-19 and above
  - Rs. 2,000/- for BPS-18
  - Rs. 1,000/- for BPS-16 and BPS-17
  - Rs. 500/- for BPS-05 to BPS-15
  - Rs. 300/- for BPS-02 to BPS-04
- i) The last date for submission of applications is **31<sup>st</sup> May, 2024.**
  - ii) For all posts only H.E.C. recognized degrees are acceptable. No form will be considered without proper degrees / certificate.
  - iii) Foreign Degree holders must provide Equivalence Certificate issued by the Higher Education Commission.
  - iv) Incomplete applications or applications received after the due date will not be acceptable.
  - v) Applicants applying for the above-mentioned posts having equivalent degrees of the post / subject must provide equivalence certificate issued by the HEC, Islamabad.
  - vi) The candidates applying for the post of Professor / Associate Professor should submit a complete list of publications along with four complete sets of application form.
  - vii) Candidates presently working in Government, Semi Government and Autonomous Bodies should send their applications through proper channel only. Advance copies are not acceptable.
  - viii) Only short listed candidates will be called for the interview. University may conduct written test.
  - ix) Upper age limit is relaxable as per Government / University Rules.
  - x) Quota (Disable, Minorities & Women) will be applicable as per Government / University Rules.
  - xi) The University is not responsible if call letters are delayed or not received due to any lapse of Courier Agency / Post Office / Telephonic message.
  - xii) For the post of Driver, preference shall be given to Public Service Vehicle (PSV) License holders.
  - xiii) Preference shall be given to female candidates.
  - xiv) No TA/DA will be paid for the interview.
  - xv) University Authorities reserve the right:
    - To shortlist the candidates.
    - Not to fill any vacancy without any reason.
    - Withhold appointment, on any advertised post.

## **BABAR ALI KHAN** **REGISTRAR**

LAHORE COLLEGE FOR WOMEN UNIVERSITY, LAHORE.  
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