



GC WOMEN UNIVERSITY SIALKOT

Applications are invited from suitable Pakistani Nationals for the following posts for “Construction of Building” of Government College Women University Sialkot on Acquired Piece of Land at Sialkot, initially for one year on contract:-

Sr #	Name of Post	Salary	Age	Qualification/Experience
01	Project Director (01 Post)	Rs. 122,000/- per month (Fixed)	40-55	<ol style="list-style-type: none">The minimum educational qualification for the post of project director should be broad based and not less than 16 years of education (at least 2nd Division) in the relevant field (Engineering) from institutions recognized by the HEC Pakistan.Project Director must have 18 years' experience in project management/implementation and have experience of working in similar projects. They must also possess basic knowledge of the project planning and management processes and procedures.Strong management skills including ability to provide strategic guidance, technical oversight, build strong teams, mentor staff, develop work plans, and manage budgets and project expenditures.Age relaxation may be given to experienced candidate.
02	Engineer (Civil= 01 Post) (Electrical= 01 Post)	Rs. 68,000/- Per month (Fixed)	21-35	<ol style="list-style-type: none">B.SC/ B.E in Civil Engineering (04 Years' degree) or equivalent (at least 2nd Division) from HEC recognized university/degree awarding institutes.05 years' experience in Public/Private Sector Organization of good repute of Civil works/Construction of Buildings including planning, scheduling, optimized resource estimation, monitoring, periodic reviews of project progress, updating and control, compiling of technical reports and consultation with the consultant, contractor on behalf of senior management and having good interpersonal skills and communication.Strong management skills including ability to provide strategic guidance, technical oversight, build strong teams, mentor staff, develop work plans, manage budgets and expenditures.Proven working experience as an Engineer in good reputed organization.
03	Office Assistant (02 Posts)	Rs:33,750/- per month (Fixed)	21-35	<ol style="list-style-type: none">Graduate, at least 2nd Div., from HEC recognized University. Preference will be given to candidates having higher qualification.03 years' working experience in Public /Private Sector Organization of good repute.Advance use of MS-Office is must.
04	Office Attendant (01 Post)	Rs:13,500/- per month (Fixed)	21-35	<ol style="list-style-type: none">Middle (Preference will be given to Matric).Must have 03 years' work experience in Public/ Private Sector Organization of good repute.

INSTRUCTIONS

- The Candidates applying for the posts mentioned at Serial No. 1, 2, and 3 should enclose a bank draft/pay order of Rs. 1000/-, 500/-and Rs. 250/-, respectively, in favour of the Treasurer, Government College Women University, Sialkot. No bank draft/pay order is required for the post of Office Attendant (Serial No. 4).
- Applications can be submitted by hand or post/courier by due date.
- The application forms are available on University website: www.gcwus.edu.pk as well as in the office of the Registrar.
- Only shortlisted candidates will be called for Test/Interview. No TA/DA will be admissible for Test/Interview.
- The University reserves the right not to fill/ withdraw any post / withhold the appointment against any advertisement without assigning any reason.
- Applications only on prescribed forms will be entertained. The incomplete applications will not be entertained.
- Applicants already in service are required to apply Through Proper Channel.
- The application completed in all respects (in Duplicate) along-with attested copy of CNIC, recent passport size photograph, all educational documents and experience certificates should reach the Office of the Registrar by **22nd September, 2017**

REGISTRAR
GC Women University, Sialkot.
Kutchery Road, Sialkot.
Tel: 052-9250170