



# GOVT. COLLEGE WOMEN UNIVERSITY SIALKOT

ADVERTISEMENT NO. 1/2025

Applications are invited from highly qualified, accomplished, dynamics and motivated Pakistani Nationals for Teaching Posts for BS and Punjab Domiciled for Non-Teaching Posts for appointment on Basic Scale (Regular/ Contract).

## ACADEMIC POSTS/TEACHING POSTS Assistant Professor (BS-19)

<b>Computer Science &amp; Information Technology=01</b>	<b>Age Limit: 25-45 Years</b> <b>Qualification:</b> PhD degree in Engineering or Information Technology or Computing or equivalent qualification from an Institute or a University recognized by the HEC.
<b>Psychology=01</b>	<b>Age Limit: 25-45 Years</b> <b>Qualification:</b> PhD degree in Applied Psychology or equivalent qualification from an Institute or a University recognized by the HEC.

## Lecturer (BS-18)

<b>Computer Science /Information Technology=02</b>	<b>Age Limit: 21-35 Years</b> <b>Qualification/Experience:</b> MS or M.Phil. (First Division) in Engineering or Information Technology or Computing or equivalent qualification from an Institute or a University recognized by the HEC. <b>Note:</b> An applicant having third division in academic career shall not be eligible.
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## ADMINISTRATIVE POSTS/ NON-TEACHING POSTS

<b>Treasurer (BS-20)=01</b>  (03 years contract)	<b>Age Limit: 35-50 Years</b> PhD in Finance or Commerce or Accounting or Auditing or Economics from an institute or university recognized by HEC; and eight years post qualification relevant experience. <b>OR</b> MS or M.Phil. (2 <sup>nd</sup> division) in Finance or Commerce or Accounting or Auditing or Economics or equivalent qualification from an institute or a university recognized by the HEC; and ten years post qualification relevant experience. <b>OR</b> MBA in Finance or M.Com or ACCA or ACMA or M.Sc. in Economics (2 <sup>nd</sup> division) or equivalent qualification from an institute or a university recognized by the HEC; and twelve years' post-qualification relevant experience.
<b>Controller of Examinations (BS-20)=01</b>  (03 years contract)	<b>Age Limit: 35-50 Years</b> Ph.D. in any discipline from an institute or a university recognized by HEC; and eight years post qualification teaching or administrative or professional experience in a public or private institute or university recognized by the HEC or public sector organization. <b>OR</b> MS or MPhil. (2 <sup>nd</sup> division) in any discipline or equivalent qualification from an institute or a university recognized by HEC; and ten years post qualification teaching or administrative or professional experience in a public or private institute or university recognized by the HEC or public sector organization. <b>OR</b> MA or MSc. or BS (2 <sup>nd</sup> division) in any discipline or equivalent qualification from a public or private institute or university recognized by HEC; and twelve years post qualification teaching or administrative or professional experience in a public or private institute or university recognized by the HEC or public sector organization.

## MANDATORY INSTRUCTIONS FOR TEACHING & NON-TEACHING POSTS

- For detail instructions regarding teaching posts please visit the link: <https://jobs.gcwus.com/>
- Candidates applying against BS-18, BS-19 & 20 are required to submit online application form on <https://jobs.gcwus.com/>, submit three (03) hard copies of On-line Application Form(duly signed) along with updated one page CV, attested copies of degrees/certificates/testimonials/ recent photograph (1x1) for all posts HEC recognized degrees (if required) are acceptable. No form will be considered without proper degrees/certificates.
- Quota Policy will be applicable according to the rules of Government of Punjab.
- Applicants with Disability are exempted from provision of pay order/draft.
- General age relaxation shall be given as per Government of Punjab policy on request of the candidate.
- The candidates are required to affix demand draft/pay order or Original deposit slip of Rs.3000/- for (BS-19& 20) and Rs.2000/- for (BS-18) both teaching and non-teaching posts as processing fee (non-refundable for each vacancy) in favour of Treasurer, Govt. College Women University, Sialkot OR deposit in Bank of Punjab (Paris Road Branch Sialkot) A/C No. 6580208768600042 (Postal orders are not acceptable). Application forms received without bank draft/pay order or original deposit slip of the prescribed amount shall be rejected.
- Only shortlisted candidates will be called for interview and no TA/DA will be paid for test/interview.
- In case the Candidate is a Government Servant, 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.
- Applications through proper channel with submitted No audit and No inquiry certificate.
- If the candidate who has applied after taking NOC from his/her parent department/ Institution/ University and got selected in any other department/ Institution/ University during the process of selection, he/she would be required to send immediately an NOC from the new employer, failing which the application will be rejected ab-initio.
- Candidates applying for more than one positions shall submit separate applications along with all the necessary documents (separate bank draft for each post).
- The age, qualification, experience and other credentials of the candidates prescribed in Advertisement should be completed in all respects on or before the Closing Date fixed for such post(s).
- In case any information provided by the Candidate in his/her application form is found to be incorrect or false at any stage, he/she will be disqualified and action will be taken under the Rules.
- Name of the post applied for must be written on the top right corner of the envelope.
- Incomplete applications shall not be entertained.
- The University reserves the right to withdraw or cancel or not to fill any post without assigning any reason.
- The closing date for submission of Assistant Professor & Lecturer online applications is **02-05-2025**, and three (03) sets of printed online application in hard form along-with all attached documents and dossier must be submitted on **06-05-2025** (within office hours) in person or via courier.
- The closing date for submission of non-teaching posts online applications is **02-05-2025**, and three (03) sets of printed online application in hard form along-with all attached documents must be submitted on **06-05-2025** (within office hour) in person or via courier.
- Please contact to the Support Center through email [support@gcwus.edu.pk](mailto:support@gcwus.edu.pk) for any query regarding online application form at the portal [www.gcwus.edu.pk](http://www.gcwus.edu.pk), and for any query contact the HR section through email at [hr@gcwus.edu.pk](mailto:hr@gcwus.edu.pk).
- Errors and omissions are excepted.

## REGISTRAR

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