



NATIONAL UNIVERSITY OF MODERN LANGUAGES
SECTOR H-9, ISLAMABAD

JOB OPPORTUNITIES

Applications are invited for the following post **ON CONTRACT** basis for **NUML University, Mirpur, AJK Campus**: -

Position	Campus	Minimum Qualification and Experience
Assistant Director Academics (contract)	Mirpur, AJK	Master's Degree with at least 5 years administrative and teaching experience in BPS-16 or equivalent in a University or Education Institution. Preference will be given to :- <ul style="list-style-type: none">• Experience of working in Academic Branch/ Registrar office/ Exam Cell in University or Education Institution• Good Drafting skills• Proficiency in computer handling and MS Office

CONDITIONS

1. Interested candidates may apply on prescribed application form alongwith detailed CV, attested photocopies of all educational documents, professional experience certificates, copy of CNIC and two recent photographs. Application complete in all respects should be sent through courier to **HR Branch, Sector H-9, NUML Islamabad**.
2. Job Application Form can be downloaded from <https://numl.edu.pk/jobs/all>
3. **The last date of submission of application is 25-10-2024.**
4. Incomplete applications or applications submitted by hand/email or received after due date will not be entertained.
5. Decision of the University shall remain final in all cases and only Shortlisted Candidates will be called for test/interviews.
6. No TA/DA is admissible.

Director HR
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