



NATIONAL UNIVERSITY OF MODERN LANGUAGES
SECTOR H-9, ISLAMABAD

JOB OPPORTUNITIES

National University of Modern Languages, Islamabad requires the services of the following on contract basis:-

Post	Eligibility
Personal Assistant (on contract)	Bachelor's Degree with at least 5 years experience of Stenographic/Secretarial and administrative work with a speed of 100 words per minute in shorthand and 45 words per minutes in typing.
Sub Engineer (Electrical) (on contract)	Diploma in Electrical Engineering from a Government Polytechnic Institution with two years experience of construction/maintenance of buildings/roads and civil services or other work in the relevant field in a government Department/autonomous body.

CONDITIONS

1. Interested candidates may apply on prescribed application form alongwith detailed CV and attested photocopies of all educational documents, professional experience certificates, copy of CNIC, two recent photograph must be accompanied with application. Application complete in all respect should be sent through courier to Administration 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 16-10-2020.**
4. Incomplete applications or applications submitted by hand/email or received after due date shall not be entertained.
5. Decision of the University shall remain final in all cases

Director Administration
Tele: 051-9265075