



**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:-

Position	Minimum Qualification and Experience
Registrar (on contract)	Master's degree with at least 13/17 years teaching or administrative experience in a University or other educational Institution in or equivalent to BPS-17 and above. Individual should also have: <ul style="list-style-type: none">▪ A good knowledge and repository management skills.▪ Experience of academic coordination.▪ Preferably have international exposure of knowledge management in any institution.▪ Should also be knowledgeable or familiar with handling of MOUs (Nationally & Internationally).
Director IT (on contract)	Master Degree (18 years qualification) in Computer Sciences or related field with 13 years hand on experience in computers with proven ability in computer research and development in educational/professional organization. The individual should have: <ul style="list-style-type: none">▪ Specialization in Computer Networks.▪ Should have a good experience of software, project management (CMS & LMS) and procurement.
Security Officer (on contract)	Graduate with 15 years' experience in the relevant field or retired Army Officer (Major) with sufficient experience in the relevant field.

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 should be submitted with application. Application complete in all respect 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 16-08-2021.**
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: 051-9265100 Ext-2303