



**NATIONAL UNIVERSITY OF MODERN LANGUAGES**  
**KARACHI CAMPUS**

## **JOB OPPORTUNITIES**

Applications are invited from Pakistani Nationals for the following post on **CONTRACT** basis for **NUML Regional Campus Karachi**.

<b>Post</b>	<b>Qualification/Experience Required</b>
<b>Office Assistant (on contract)</b>	Graduate with 2 years experience as UDC or Intermediate with 5 years experience as UDC or Matriculation with 8 years experience as UDC in a Government Department/Educational Institute. After selection 6 weeks Basic IT Training Course (including MS Office) conducted by National Information Technology Board (NITB).

### **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 photographs should be submitted with application. Application complete in all respect should be sent through courier to **Regional Director NUML Karachi Campus, Street#3, Block-K, North Nazimabad, Karachi**.
2. Job Application Form can be downloaded from <https://numl.edu.pk/jobs/all>
3. **The last date of submission of application is 31-12-2021.**
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.

**Regional Director Karachi**  
**Tele: 021-36721027**