



**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:-

<b>Position</b>	<b>Minimum Qualification and Experience</b>
<b>Manager Executive Development Center (EDC) (on contract)</b>	Master's Degree with 3 – 4 years relevant experience and can:- <ul style="list-style-type: none"><li>• Launch capacity building programs to enhance thinking ability and develop analytical skills of faculty members.</li><li>• Identify and assess the training needs of the faculty and staff members of the University.</li><li>• Develop training manuals that target tangible results.</li><li>• Select and manage resources, including working with both internal employees and training vendors to develop and deliver trainings.</li><li>• Manage the technologies and technical personnel required to develop, manage and deliver training.</li></ul>
<b>Graphic/Web Designer (on contract)</b>	Master/Bachelor's Degree (16 years of qualification) in Computer Science or relevant with 3 years of experience as Graphic designing and following:- <ul style="list-style-type: none"><li>• C#/ASP.net based webforms design and development.</li><li>• HTML, CSS, Java Script, Responsive Design/Bootstrap</li><li>• CRUD operations, Stored Procedures</li><li>• 3-tier, MVC, LINQ, Ajax, JSON</li><li>• Reporting (RDLC/Crystal)</li></ul>
<b>Security Supervisor (on contract)</b>	Graduate of a recognized University / Institution with 10 years experience in the relevant field (as Security In-charge/Supervisor). Retired Army JCOs with relevant experience may also apply.

**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 **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 14-03-2022.**
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**