



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

**JOB OPPORTUNITIES**

Applications are invited for the Staff posts **ON CONTRACT** basis in following discipline for **NUML Regional Campus Karachi**.

<b>Department/Specialization</b>	<b>Minimum Qualification and Experience</b>
<b>Assistant Director Academics (on contract) For NUML Regional Campus Karachi</b>	Master's Degree with at least 5 years administrative experience in BPS-16 or equivalent in a University or Education Institution. Preference will be given to:- <ul style="list-style-type: none"><li>• Experience of working in Registrar officer/ Exam Cell in University/ Education Institute.</li><li>• Good Drafting Skills.</li><li>• Proficiency in computer handling &amp; MS Office.</li></ul>

**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 and 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 12-08-2022.**
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**  
**Tele: 051-9265100 Ext-2312**