



**NATIONAL UNIVERSITY OF MODERN LANGUAGES**  
**SECTOR H-9, ISLAMABAD**

## JOB OPPORTUNITIES

Applications are invited from Pakistani Nationals for the following post on **BPS basis** for **NUML Regional Campuses :-**

Position	Campus	Minimum Qualification and Experience
<b>Assistant Director Academics (BPS-17)</b>	<b>Quetta Karachi Multan Mirpur</b>	Master's Degree with at least 5 years administrative and teaching 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 Academic Branch/ Registrar office/ Exam Cell in University or Education Institution</li><li>• Good Drafting skills</li><li>• Proficiency in computer handling and MS Office</li></ul>

### CONDITIONS

1. Applicants are required to the application including detailed CV and attested photocopies of all educational documents, professional experience certificates, copy of CNIC, two recent photograph bank draft of Rs.1000/- (non-refundable) favoring Rector, NUML Islamabad. 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 [numl.edu.pk/Careers.aspx](http://numl.edu.pk/Careers.aspx).
3. Applicants already working in Government / Semi-Government Organizations / Autonomous Bodies should apply through proper channel by due date and submit service certificates issued by their present and former employers, otherwise, their applications will not be entertained.
4. The University reserves the rights to fill any position/withhold the appointment against any advertised position or to accept/reject any application without assigning any reason.
5. **The last date of submission of application is 22-05-2024.**
6. Incomplete applications or applications submitted by hand/email or received after due date shall not be entertained.
7. The candidates applying for the position must enlist the attached documents with signature.
8. Decision of the University shall remain binding in all cases.
9. No TA/DA is admissible.

**Director HR**  
**Tele: 051-9265100 Ext-2318**