



NATIONAL UNIVERSITY OF MODERN LANGUAGES
SECTOR H-9, ISLAMABAD

JOB OPPORTUNITIES

Applications are invited from Pakistani Nationals for the following posts in this University on

Project Basis:-

Position	Minimum Qualification and Experience
Language Experts <ul style="list-style-type: none">• Chinese• German• Japanese	PhD in relevant field from HEC recognized University / Institution. Preference will be given to candidates with experience in translation.
Research Assistant	Masters/ BS (4 year) in any field • Minimum 2 – 3 years of experience
Accountant	Minimum B.Com/BS Accounting & Finance/ BS Economics from recognized University with minimum 5 years experience of handling accounts/audit in public or private sector organization. Preference will be given to:- <ul style="list-style-type: none">• Experience of handling Accounts and Audit in University/Education Institutes.• Proficiency in computer handling
Computer Assistant	Bachelors degree and one year diploma in computer science from recognized institution with at least two years experience in handling of computers.
Sub Engineer (Civil)	Diploma in Civil Engineering from a Government Polytechnic Institution with two years experience of construction / maintenance of buildings / roads and civil services or other work in the relevant field in a government Department / Autonomous body.
LDC	Minimum Intermediate with typing speed of 30 wpm. Preference will be given to:- <ul style="list-style-type: none">• Experience of working in University or Educational Institutions.• Proficiency in computer handling especially MS Office.
Naib Qasid	Literate with some experience.

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 10-12-2025.**

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-2318