

## JOB OPPORTUNITY

### FATIMA JINNAH MEDICAL UNIVERSITY, LAHORE

Applications are invited from the suitable candidates possessing domicile of Punjab to fill University Created post at Fatima Jinnah Medical University, Lahore, on three years contract basis, on following terms and conditions:

1. No T.A./ D.A. will be paid to candidates coming for interviews.
2. Short-listed candidates fulfilling the selection criteria will be called for interviews.
3. No application after due date will be entertained.
4. Age, qualification and experience as per Government Policy.
5. Five years relaxation in upper age limit will be allowed across the board. However, female candidates will be given eight years relaxation as per Government Notification No. SORI(S&GAD)9-36/81 dated 08.08.2016.
6. Number of posts may be increased / decreased according to requirement.
7. 15% female quota, 5% minorities quota and 3% for disabled quota will be observed.
8. The applicants having foreign degree must have HEC equivalence certificate.
9. The post mentioned in Sr. # 1, will be filled on three years contract and if the said vacancies will not be filled with given age limit then the retired Professor (BS-20 or above) upto age of 65 years will be recruited as per SHC&ME Department letter No. SO(AMI-I)21-415/16 dated 14.11.2019.
10. The contract period of the post mentioned in Sr. # 1, will automatically expire either upon the completion of term of 03 years or on attaining the age of 65 years, whichever is earlier. In no way, a retired Professor shall continue beyond the age of 65 years.
11. **The Application Form should be filled and submitted through the online portal at <https://fjmu.edu.pk/jobs/> . Along with a bank deposit slip in Account # 6510000337400032 (Vice Chancellor FJMU Receipt A/C, Bank of the Punjab) of Rs. 2,000/- for Sr. No. 01 & 02 and Rs. 1,500/- for Sr. No. 03 to 07.**
12. Last date to receive the application is **14.06.2024**.

Sr. #	Name of Post & BPS	No. of Posts	Maximum Age Limit	Required Qualification & Experience & Research Publication
1.	Professor of Pharmacology BS-21	01 Post University Created Post	50 years (If not available with above age then upto 65)	<b>Qualifications:</b> <ul style="list-style-type: none"><li>• PhD / Level III Qualification from HEC / PMDC recognized Institution in the relevant field.</li></ul> <b>Experience:</b> <ul style="list-style-type: none"><li>• 10-years post MPhil teaching/ research experience in an HEC</li></ul>

Sr. #	Name of Post & BPS	No. of Posts	Maximum Age Limit	Required Qualification & Experience & Research Publication
			years as per SHC & ME dept. letter No. SO(AMI-I)21-415/16 dated 14.11.2019)	<p>recognized University or a post-graduate Institution or professional experience in the relevant field in a National or International organization.</p> <ul style="list-style-type: none"> <li>Note: After 30th June, 2015, at least 8-years Post-PhD level experience in an HEC recognized university or a post-graduate institution or professional experience in the relevant field in a National or international organization will be required.</li> </ul> <p><b>Research Publications:</b></p> <ul style="list-style-type: none"> <li>8/ 12/ 15 research publications in journals recognized jointly by HEC and PMDC by calendar year 2009/ 2011/ 2013 (with at least 2/ 3/ 5 publications in the last 5 years)</li> </ul>
2.	<b>Internal Auditor (BS-18)</b>	01 Post <b>University Created Post</b>	25-45 years	<p><b>Qualifications:</b></p> <p>(i) CA, CMA, ACCA or equivalent qualification from a university or institution recognized by Higher Education Commission with 05 years post-qualification experience in Audit firm or industry registered with SECP or Educational Institute;</p> <p>(ii) MBA (Finance), M.Com (major in Finance or Accounts) or equivalent qualification from a university or institution recognized by HEC with 05 years of experience in BS-17 and above of public sector;</p> <p>Preferably in areas of:</p> <p>(a) Internal auditing, pre-auditing of claims of supplies and service</p> <p>(b) pre-auditing of pay &amp; allowances;</p> <p>(c) compliance of audit para's regarding DAC's, SDAC's or</p>

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				PAC's; (d) experience of verification of inventories or stores of Institution; (e) internal Auditing of Institutional Receipts and Investments; or (f) Sound knowledge regarding government procurement, financial and administrative rules. Preference shall be given to the experience of university and autonomous bodies.
3	<b>Manager Communication and Marketing</b>	One Post	25-45 years	<p><b>Qualification:</b>            Master degree representing 16 years of Qualification (2<sup>nd</sup> Division) in Business Administration/Management, preferably specialization in Marketing.</p> <p><b>Experience:</b>            04 years of post-qualification marketing experience in corporate sector/SMEs/Business Development/Start-Ups/ Financial Sector.            Social media / E-marketing experience in business incubation/corporate sector, will be preferred.</p> <p><b>Skills:</b>            Excellent spoken, written, research and IT skills</p>
4	<b>Manager Business Development</b>	One Post	25-45 years	<p><b>Qualification:</b>            Master degree representing 16 years of Qualification (2<sup>nd</sup> Division) in Business Administration/Management, preferably specialization in Entrepreneurship.</p> <p><b>Experience:</b>            04 years of post-qualification experience in corporate sector/SMEs/Business Development/Start-Ups/ Financial Sector. Experience to work in incubation center will be an added advantage.</p>

Sr. #	Name of Post & BPS	No. of Posts	Maximum Age Limit	Required Qualification & Experience & Research Publication
				<b>Skills:</b> Excellent spoken, written, research and IT skills
5	<b>HR &amp; Finance Officer</b>	One Post	25-45 years	<b>Qualification:</b> Master degree representing 16 years of Qualification (2 <sup>nd</sup> Division) in Business Administration/Management, preferably specialization in HR or Finance.  <b>Experience:</b> 03 years of experience in corporate sector/academics.  <b>Skills:</b> Good spoken, written, research and IT skills
6	<b>IT &amp; Administrative Officer</b>	One Post	25-45 years	Master degree representing 16 years of Qualification (2 <sup>nd</sup> Division) in Business Administration/Management.  <b>Experience:</b> At least 03 years post qualification experience of record keeping, maintenance of accounts and compilation of reports. IT proficiency is mandatory.
7	<b>Store Officer (BS-16)</b>	One Post	20-35 years	Graduation or equivalent qualification from an institution or university recognized by HEC with 3 years' experience in the relevant field.

  
**Registrar**  
 Fatima Jinnah Medical University  
 Lahore