

VACANCIES ANNOUNCEMENT

Advertisement Code: IP-19-29

A Public Sector Educational Institute in close vicinity of Rawalpindi is looking for highly motivated & result-oriented professionals for following contractual posts:

S. No.	Position Title	Max. Age Limit	Pay Scale	Qualification & Experience Required
1	Vice Principal (Female)	45 to 55 Years	To be decided at the time of Interview	- Master's degree with at least 20 years Teaching / Administrative experience (preferably as Principal/Vice Principal level) at a reputed English medium institution. - Candidates must have following abilities/proficiencies: a. Human Resource Management b. Good in oral and written communication c. Well versed in interpersonal and public relation skills d. Sound knowledge of computer applications
2	Lecturer Urdu	35 Years	39200-2300-85200	MA/MSc/BS or equivalent in relevant subject in 1st Division with at least 01 year experience at Higher Secondary School level.
3	Lecturer Islamic Studies			
4	Lecturer Computer Sci.			
5	Lecturer English			
6	Secondary School Teacher Urdu		31660-1900-88660	Master's degree or equivalent in Urdu (in 1st Div) with B.Ed. Candidates having relevant experience may be given preference.
7	Secondary School Teacher General Science			
8	Primary School Teacher Fine Arts			

Note:

- ▶ Compliance to advertised criteria does not guarantee short listing. If large number of applicants meet the prescribed criteria, further shortlisting may be carried out on the basis of higher grades in respective degree/relevant experience/any other criteria set by the organization.
- ▶ These posts are purely on contract basis.
- ▶ The organization reserves the rights to withdraw/cancel the vacancies or reject any application at any stage without assigning any reason.
- ▶ Experience (where required) means experience gained after date of attaining the minimum required academic/professional qualification.
- ▶ Candidates having done O/A Level/foreign degrees, should provide equivalent marks (given by IBCC/HEC) in the application.
- ▶ Candidates already in Govt. Service should apply Through Proper Channel and submit NOC at the time of interview from their parent departments that if selected they will be relieved accordingly.
- ▶ Cut off date for age will be calculated as per closing date of the Advertisement.
- ▶ Concealment of information in any respect (academic/experience or any other) shall disqualify the applicant from candidature / employment at any stage.
- ▶ Further correspondence/intimation for Test/Interview shall be made through SMS/e-mail address. Hence, all the candidates are advised to provide valid mobile numbers and e-mail addresses. Please do not provide ported mobile number (which is converted from one network to another).
- ▶ Photograph is mandatory to be submitted along with online application form. Recommended photo format is JPEG and photo size must not exceed 200KB.
- ▶ TA/DA is not admissible for test/interviews.

HOW TO APPLY?

- ▶ All interested candidates **must apply online** through website (www.hr1384.com.pk).
- ▶ Last date to apply online is Oct 07, 2019