



THE RAWALPINDI WOMEN UNIVERSITY, RAWALPINDI

SITUATION VACANT

Applications for the following post are invited on contract basis from candidates having domicile of the Punjab on the prescribed form, available on the RWU website.

THE RAWALPINDI WOMEN UNIVERSITY

Sr. #	Name of Post	Number of posts	Mode of Appointment	Age Limit	Qualification & Experience
1.	Registrar (BS-20)	01	Three (03) years Contract (Non-extendable)	40 to 50 years	<p>(i) Ph.D. in any discipline from an institute or a university recognized by HEC; and</p> <p>(ii) Eight years post qualification teaching or administrative or professional experience in a public or private institute or university recognized by HEC or a Public Sector Organization.</p> <p style="text-align: center;">OR</p> <p>(i) MS or M.Phil (Second Division) in any discipline or equivalent qualification from an institute or a university recognized by HEC; and</p> <p>(ii) Ten years post qualification teaching or administrative or professional experience in a public or private institute or university recognized by HEC or a Public Sector Organization.</p> <p style="text-align: center;">OR</p> <p>(i) Master's degree or BS (second division) in any discipline from an institute or a university recognized by HEC; and</p> <p>(ii) Twelve years post qualification teaching or administrative or professional experience in a public or private institute or university recognized by HEC or a Public Sector Organization.</p>

GENERAL INFORMATION

- The prescribed application form can be downloaded from The Rawalpindi Women University website: www.rwu.edu.pk.
- Applicant must submit separate application form for each post.
- Candidates for above positions are required to fill the application form in MS Word and submit three copies of applications along with complete C.V and attested copies of testimonials.
- Two most recent passport size photographs should be affixed on each application.
- Candidates must meet minimum and maximum age limit on closing date of application submission.
- Only Punjab Domiciled candidates are eligible.
- Applications must be accompanied with Demand Draft/pay order of Rs. 1500/- as processing fee (non-refundable for each vacancy), in favour of **The Rawalpindi Women University** payable at **Bank of Punjab** A/C No 6510202804100015.(Postal Orders are not acceptable)
- Candidates already in service of a Government/Semi-Government Department or an Autonomous Body must apply through proper channel.
- Applications received after the last date will not be entertained.
- Incomplete applications shall not be entertained.
- **Last date for submission of applications is 9th January, 2021.**
- Applications received on or before 03:00PM on last date of applications shall only be entertained.
- Name of the post applied for must be written on the Top right corner of the envelope. By hand applications are not acceptable.
- The University reserves the rights not to fill or withdraw any post or withhold the appointment against any advertised post without assigning any reason.
- Only short listed candidates will be called for Interview.
- No TA/DA will be admissible for interviews.

REGISTRAR

THE RAWALPINDI WOMEN UNIVERSITY,
6th ROAD, SATELLITE TOWN, RAWALPINDI
Ph # 051-9290901 <https://www.rwu.edu.pk/>