



Office of the Registrar
University of Lakki Marwat

District: Lakki Marwat (28420) Khyber Pakhtunkhwa (Pakistan)
Ph # 0969-511819, Fax- 510019, registrar@ulm.edu.pk: Web site: www.ulm.edu.pk

Situations Vacant (No. 11/2022)

Applications are invited from qualified individuals for the vacant support staff positions purely on Contract Basis (fixed pay) under Section 11(5)(e) of the Khyber Pakhtunkhwa Universities (Amendment) Act 2016, at University of Lakki Marwat, Khyber Pakhtunkhwa, Pakistan.

S/No.	Name of Post	Required qualification & experience
1.	Office Assistant (BPS-16) No. of posts: 02	Second class Bachelor's Degree from a recognized University with at least five years' service as Senior Clerk and Junior Clerk.
2.	Junior Clerk (BPS-11) No. of posts: 08	i. Matriculation with 2 nd division or equivalent qualification from a recognized Board, and ii. A speed of 30 words per minute in typing.
3.	Driver (BPS-05) No. of Posts: 08	Matric in at least 2 nd division with a valid HTV/LTV license and having 5 years' experience of driving heavy transport OR Literate with a valid HTV/LTV license and having 10 years' experience of driving heavy transport.
4.	Dispatch Rider (BPS-05) No. of post: 01	Matric in at least 2 nd division with LTV driving license and two years relevant experience.
5.	Naib Qasid (BPS-1 to 3) No. of posts: 10	Matriculate in at least 2 nd division OR literate with 05 years relevant experience.
6.	Security Guard/Chowkidar (BPS-1 to 3) No. of posts: 07	Matriculate in at least 2 nd division OR literate with 05 years relevant experience. OR Retired Defence Forces personnel with good physique. Maximum age limit not more than 45 years. Educated persons will be given preference.
7.	Mali (BPS-1 to 3) No. of posts: 02	Matriculate in at least 2 nd division OR literate with 05 years relevant experience.
8.	Helper (BPS-1 to 3) No. of post: 01	Matric in at least 2 nd division OR literate with 5 years' experience in the relevant field.
9.	Bearer (BPS-1 to 3) No. of post: 01	Matriculate in at least 2 nd division OR literate with 05 years relevant experience.
10.	Cook (BPS-1 to 3) No. of posts: 02	Matriculate in at least 2 nd division OR literate with 05 years relevant experience. Preferably literate with at least 5 years' experience of working in reputable hotels. Educated persons will be given preference.

Terms & Conditions to apply:-

- Candidates shall fill online form available on: www.ulm.edu.pk and print it in hard copy.
- The online printed form (completes in all respect) along with attested copies of educational testimonials, certificate of any distinction, etc., relevant experience certificates (from Government/Semi-Government/Autonomous bodies), copy of CNIC, two recent passport size color photographs, certificate of any distinction, etc. and original Demand Draft or bank receipt; must reach to the **Registrar Office, the University of Lakki Marwat** on or before **November 28, 2022 (Monday)**.
- The claim of experience must be supported by experience certificates, appointment letters, and pay slips issued by the authorized officer duly attested by a gazetted officer.
- Applicants domiciled only Bannu Division are eligible for the Ministerial Support Staff Positions for Ser No. 1 & 2, and applicants domiciled only District Lakki Marwat are eligible to apply for the posts for Ser No. 3 to 10.
- The candidates for all positions shall appear in the screening test/written examination as per Rules/Statutes.
- Only eligible shortlisted candidates will be called for a test/interview as per Rules/Statutes. No TA/DA will be allowed. University not be held responsible for none or late receipt of Call Letters for tests/Interviews.
- Candidate applying for more than one post needs to submit a separate application form, documents, and application processing fee for each post.
- Incomplete applications and those received after the due date will not be entertained.

9. Any evaluation shall be based on the information written in the application form supported by documentary proof (attached with application form) till the last date of advertisement. The supporting documents related to educational/professional qualification and experience etc. submitted/issued after the last date of advertisement or during an interview shall not be entertained/ considered.
10. University will update the status only on the university's website www.ulm.edu.pk. A list of eligibility/ineligibility will be uploaded on University's website.
11. University will not be held responsible for any or late delivery of Call Letters regarding ineligibility, test, or interview. Candidates are advised to keep visiting the University's official website regularly.
12. After scrutiny of the applications and screening test/written examination, if any candidate was found ineligible in any respect under general recruitment rules, the candidature will be canceled regardless of the fact whether he/she qualified test therein. To avoid any frustration, the candidates are required to study the eligibility criteria of the post applied and the terms and conditions of the advertisement before applying for the post that they are fulfilling the required qualifications & other related eligibility criteria.
13. Legal action will be taken if any of the submitted documents are found fake/tempered/forged.
14. The University reserves the right to increase/decrease/withhold or not to fill any advertised post depending upon its need, without assigning any reason.
15. Age will be reckoned as on the closing date of advertisement and age limit will be 45 years.

Note Errors and omissions, if any, will be subject to rectification by the University.

For More Information Contact:

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infoulm@ulm.edu.pk
0969-511819, 0345-8913715

**REGISTRAR
UNIVERSITY OF LAKKI MARWAT**