



CAREER OPPORTUNITY

Designation	Requirement	Qualification
Assistant Manager (IQAE)	Experience: 3 Years Candidates should have strong data processing skills, good written/oral skills, office correspondence, communications skills, and report writing skills.	Master's degree (preferably in TQM or statistics) (16 or 18 years of qualification)
Officer (IQAE)	Experience: 1-2 Years Good written/oral Communications, strong data processing, office correspondence, and report writing skills.	Bachelor's/Master's degree (preferably in TQM or statistics) (16 years of qualification)
Assistant Officer (Academics)	Experience: 1-2 Years Experience of managing student affairs, registration, timetable, academic records and classroom management.	Bachelor's degree (16 or 14 years of qualification)
Assistant (Lab)	Experience: 3 Years of relevant knowledge including networking (VLAN, firewall, routers/switches, Aps). CCNA/Microsoft certified candidates will be preferred	BS (CS/IT) (16 years of qualification)
Assistant (Student Affairs)	Experience: 1-2 Years Good written/oral communication skills along with computer skills (word/excel) and also experience of handling student affairs & events/functions in any educational institute.	Bachelor's degree (16 or 14 years of qualification)
Attendant	Experience: 1-2 Years The Attendant will be responsible for maintaining offices, classrooms, labs' cleanliness, photocopying, scanning, organizing files/documents, handling mail/packages, and providing refreshments to faculty/staff.	SSC
Security Guard	Experience: 5 Years Retired army man shall be preferred.	Middle/SSC

Perks & Benefits

- Market Competitive Salary
- Employees Provident Fund
- In-house Medical Centre & Day Care
- Group Hospitalization Insurance
- Group Life Insurance
- EOBI

Only short-listed applicants will be called for interview.

Apply at: www.nu.edu.pk/jobs

Last date to Apply: **August 10, 2025 (Sunday)**

Human Resource Department
FAST-NUCES, 852, Block-B, Faisal Town, Lahore
UAN: (042) 111-128-128 x 333, email: hr.hr@nu.edu.pk
