



# University of Child Health Sciences,

Ferozepur Road, Lahore Tel (042) 99230901-23 Fax (042) 99230358



## POSITION VACANT:

Applications are invited from qualified professionals for the posts of (1) Registrar, (2) Controller of Examinations, (3) Additional Registrar, (4) Deputy Director Information Technology, (5) Assistant Controller of Examinations, (6) Assistant Director Information Technology, (7) Network Administrator, (8) Bio-Statistician, (9) Assistant Purchase Officer and (10) Assistant Store Officer at University of Child Health Sciences, Lahore on temporary appointment but likely to be permanent. The required qualification and experience for the said posts are as under:

Sr. No.	Name of Post	No. of Seats	Age Limit	Qualification/ Experience
1.	Registrar (BPS-20)	01	30-50 years	<p>(i) PhD or FCPS or MS or MDS or MD in any discipline after MBBS or BDS or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and</p> <p>(ii) Ten years' relevant experience in a medical college or teaching hospital or institution or a university recognized by Higher Education Commission.</p> <p>OR</p> <p>(i) M. Phil. or MPH or MBA after MBBS or BDS from an institute or a university recognized by the Higher Education Commission; and</p> <p>(ii) Twelve years' relevant experience in a medical college or teaching hospital or institution or a university recognized by the Higher Education Commission.</p> <p>OR</p> <p>(i) MBBS or BDS from an institute or a university recognized by the Higher Education Commission; and</p> <p>(ii) Fifteen years' relevant experience in a medical college or teaching hospital or institution or a university recognized by the Higher Education Commission.</p> <p>OR</p> <p>(i) PhD or M. Phil. after MBBS or BDS or equivalent qualification in any discipline from an institute or a university recognized by the Higher Education Commission; and</p> <p>(ii) Ten years' experience as a Registrar (BPS-20) or Additional Registrar (BPS-19) in any public or private sector university recognized by the Higher Education Commission.</p> <p>OR</p> <p>(i) Eighteen years education (second division) from an institute or a university recognized by the Higher Education Commission; and</p> <p>(ii) Eighteen years' post qualification experience in administration or management in a university or a Government Department or an Autonomous Body in BPS-17 and above or equivalent.</p>
2.	Controller of Examinations (BPS-20)	01	30-50 years	<p>(i) PhD or FCPS or MD or MS or MDS after MBBS or BDS or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and</p> <p>(ii) Ten years' teaching or administrative or examination branch experience in an institute or a Board or university recognized by</p>

				<p>the Higher Education Commission.</p> <p>OR</p> <p>(i) M.Phil. or MPH or MBBS or BDS or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and</p> <p>(ii) Twelve years' relevant experience in a college or teaching hospital or institute or a university recognized by the Higher Education Commission.</p> <p>OR</p> <p>(i) MA or MSc or MBA or MCS or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and</p> <p>(ii) Fifteen years' experience in BPS-18 and above in an examination branch of an institute or a university or Board recognized by the Higher Education Commission.</p>
3.	Additional Registrar (BPS-19)	01	30-45 years	<p>(i) PhD or FCPS or MS or MD after MBBS or BDS or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and</p> <p>(ii) Seven years' relevant experience in a medical college or teaching hospital or institute or a university recognized by the Higher Education Commission.</p> <p>OR</p> <p>(i) M.Phil. or MPH or MBA after MBBS or BDS from an institute or a university recognized by the Higher Education Commission; and</p> <p>(ii) Ten years' relevant experience in medical college or teaching hospital or institution or a university recognized by the Higher Education Commission.</p> <p>OR</p> <p>(i) MBBS or BDS from an institute or a university recognized by the Higher Education Commission; and</p> <p>(ii) Twelve years' relevant experience in a medical college or teaching hospital or institution or a university recognized by the Higher Education Commission.</p> <p>OR</p> <p>(i) PhD or M. Phil. or equivalent qualification in any discipline from an institute or a university recognized by the Higher Education Commission; and</p> <p>(ii) Ten years' experience as Registrar (BPS-20) or Additional Registrar (BPS-19) in any public or private sector university recognized by the Higher Education Commission.</p> <p>OR</p> <p>(i) Eighteen years education (second division) from an institute or a university recognized by the Higher Education Commission; and</p> <p>(ii) Twelve years' post qualification experience in administration or management in a university or a Government Department or an Autonomous Body in BPS-17 and above or equivalent.</p>
4.	Deputy Director Information Technology (BPS-18)	01	25-45 years	<p>(i) M.Phil. or MS (second division) in computer sciences or information technology or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and</p> <p>(ii) five years' experience of management of information technology</p>



				related projects in public or private sector organization, company, firm or Government department.
5.	Assistant Controller of Examinations (BPS-17)	02	22-35 years	(i) MBBS or BDS or MPH or MBA or M.Sc. or MCS or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and (ii) one years' relevant experience in an institute or a Board or university recognized by the Higher Education Commission.
6.	Assistant Director Information Technology (BPS-17)	01	25-35 years	(i) Masters' degree or BS (second division) in Computer Sciences or Information Technology or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and (ii) five years' experience of management of information technology related projects in public or private sector organization, company, firm or Government department.
7.	Network Administrator (BPS-17)	01	25-35 years	(i) M.Phil. or MS (second division) in Computer Sciences or Information Technology or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and (ii) three years' experience of management of information technology related projects in public or private sector organization, company, firm or Government department.
8.	Biostatistician (BPS-17)	01	25-45 years	(i) M.Sc. Biostatistics & Epidemiology/M.Sc Statistics (second division) from an institute or a university recognized by the Higher Education Commission; and (ii) One years' relevant experience.
9.	Assistant Purchase Officer (BPS-16)	01	20-30 years	(i) MBA or MSc (second division) or equivalent qualification from an institute or a university recognized by the Higher Education Commission; (ii) Experience in purchase; and (iii) knowledge of computer.
10.	Assistant Store Officer (BPS-16)	01	20-30 years	(i) BSc with Chemistry (second division) as one of the subject or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and (ii) Five years' experience of handling store.

#### **TERMS AND CONDITIONS**

- Final appointment will be subject to the verification of education degree & experience certificates (any expenditure in this regard will be borne by the candidate/ employee).
- Five years relaxation in upper age limit will be allowed across the boards. However female candidates will be given 08 years relaxation as per government notification No. SORI (S&GAD)9-36/81 dated 21-05-2012.
- Applicants having **Punjab domicile** are required to submit application/ dossiers on the prescribed proforma available at University website i.e., <https://uchs.edu.pk/careers> along with attested copies of documents, degree, certificates, CNIC, domicile and fresh passport size coloured photographs.
- Application proforma should be filled and submit in the office of the Registrar, Admin Block, University of Child Health Sciences, Lahore along with a bank draft/ pay order of **Rs. 5000/- (for BPS 19 & 20)** (non-refundable) and **Rs. 2500/- (for BPS 16 to 18)** (non-refundable) in favour of **University of Child Health Sciences, Lahore**.
- PMDC recognition certificate of experience (showing the eligibility) must be attached with the documents.
- The applicants having foreign degree must have HEC equivalence certificate.
- All Terminal Degrees must be entered in PM&DC.
- Government Servants should submit the applications through proper channel.
- Only short-listed candidates will be called for interview.
- Authority reserves the right to cancel, increase or decrease the number of posts at any level without assigning any reason.
- Incomplete application forms will not be entertained.
- No TA & DA will be allowed.
- Last date for submission of application is **15-12-2025**.



**PROF. DR. NABILA TALAT**

FCPS, FACS(USA), MME-MHPE

**REGISTRAR**

University of Child Health Sciences, CH, LHR