# GOVT. COLLEGE WOMEN UNIVERSITY SIALKOT

## ADVERTISEMENT NO. 01/2026

**Applications are invited from highly qualified, accomplished, dynamics and motivated Pakistani nationals for Teaching posts and Punjab Domiciled for Non-Teaching posts for appointment on Basic Scale (Regular/ Contract).**

### ACADEMIC POSTS
### ASSISTANT PROFESSOR (BS-19)

| Subjects/ No. of Post/s | Criteria |
|---|---|
| **Biotechnology = 02** | **Age Limit: 25-45 Years**<br>**Qualification:** PhD degree in Biotechnology or equivalent qualification from an Institute or a University recognized by the Higher Education Commission. |
| **Biochemistry= 02** | **Age Limit: 25-45 Years**<br>**Qualification:** PhD degree in Biochemistry or equivalent qualification from an Institute or a University recognized by the Higher Education Commission. |

### LECTURER (BS-18)

| Subjects/ No. of Post/s | Criteria |
|---|---|
| **Biotechnology = 02** | **Age Limit: 21-35 Years**<br>**Qualification/Experience:** MS or M.Phil. (First Division) in Biotechnology or equivalent qualification awarded after 18 years of education from an institute or a University recognized by the HEC.<br>**Note**: An applicant having third division in academic career shall not be eligible. However, such applicant having PhD in the relevant field and has not more than one third division in the entire academic shall be eligible for the post. |
| **Biochemistry= 02** | **Age Limit: 21-35 Years**<br>**Qualification/Experience:** MS or M.Phil. (First Division) in Biochemistry or equivalent qualification awarded after 18 years of education from an institute or a University recognized by the HEC.<br>**Note**: An applicant having third division in academic career shall not be eligible. However, such applicant having PhD in the relevant field and has not more than one third division in the entire academic shall be eligible for the post. |
| **Mathematics = 01** | **Age Limit: 21-35 Years**<br>**Qualification/Experience:** MS or M.Phil. (First Division) in Mathematics or equivalent qualification awarded after 18 years of education from an institute or a University recognized by the HEC.<br>**Note**: An applicant having third division in academic career shall not be eligible. However, such applicant having PhD in the relevant field and has not more than one third division in the entire academic shall be eligible for the post.<br>**Note: Candidates who have already applied against Advertisement No. 02/2025 with IPL No. 7442 for the post of Lecturer Mathematics, no need to apply again. Their previous applications will also be considered for this advertisement.** |

### NON-TEACHING POSTS (Regular)

| Subjects/No. of Post | Criteria |
|---|---|
| **Treasurer (BS-20) = 01 (03 Years Contract)** | **Age Limit: 35-50 Years**<br>PhD in Finance or Commerce or Accounting or Auditing or Economics from an institute or university recognized by Higher Education Commission; and eight years post qualification relevant experience. **OR**<br>MS or M.Phil. (second division) in Finance or Commerce or Accounting or Auditing or Economics or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and ten years post qualification relevant experience. **OR**<br>MBA in Finance or M.Com or ACCA or ACMA or M.Sc. in Economics (second division) or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and twelve years' post-qualification relevant experience. |
| **Director (Research, Innovation & Commercialization) (ORIC) (BS-20)=01** | **Age Limit: 35-50 Years**<br>Ph.D. in any discipline from an institute or a university recognized by the Higher Education Commission; and eight years post qualification teaching or administrative or professional experience in a public or private institute or a university recognized by the Higher Education Commission or public sector organization. **OR**<br>MS or M.Phil. (second division) in any discipline or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and ten years post qualification teaching or administrative or professional experience in a public or private institute or a university recognized by the Higher Education Commission or public sector organization. |
| **Director (Academics) (BS-20)=01** | **Age Limit: 35-50 Years**<br>PhD in any discipline from an institute or a university recognized by the Higher Education Commission; and eight years post qualification teaching or administrative or professional experience in a public or private institute or university recognized by the Higher Education Commission or public sector organization. **OR**<br>MS or M.Phil. (second division) in any discipline or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and ten years post qualification teaching or administrative or professional experience in a public or private institute or university recognized by the Higher Education Commission or public sector organization. |
| **Deputy Director (Purchase & Store) (BS-18)=01** | **Age Limit: 25-45 Years**<br>MS or M.Phil. (second division) in management sciences or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and three years post qualification relevant experience.<br>**OR**<br>MBA or M.Com or ACCA or ACMA or MSc. in economics (second division) or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and five years post qualification relevant experience. |

### NON-TEACHING POSTS (Regular)

| Subjects/No. of Post/s | Criteria |
|---|---|
| **Deputy Director (Student Affairs) (BS-18)=01** | **Age Limit: 25-45 Years**<br>MS or M.Phil. (second division) in any discipline or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and three years post qualification teaching or administrative experience. **OR**<br>MA or M.Sc. or BS (second division) in any discipline or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and five years post qualification teaching or administrative experience. |
| **Deputy Registrar (BS-18)=02** | **Age Limit: 25-45 Years**<br>MS or M.Phil. (second division) in any discipline or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and three years post qualification teaching or administrative or professional experience in a public or private institute or university recognized by the Higher Education Commission or public sector organization. **OR**<br>MA or M.Sc. or BS (second division) in any discipline from an institute or a university recognized by the Higher Education Commission; and five years post qualification teaching or administrative or professional experience in a public or private institute or university recognized by the Higher Education Commission or public sector organization. |
| **Deputy Treasurer (BS-18)=01** | **Age Limit: 25-45 Years**<br>MS or M.Phil. (second division) in Finance or Commerce or Accounting or Auditing Economics or equivalent qualification from institute or a university recognized by the Higher Education Commission; and three years' post qualification relevant experience. **OR**<br>MBA (second division) in Finance or M.Com. or ACCA or ACMA or M.Sc. (second division) in Economics or equivalent qualification from institute or a university recognized by the Higher Education Commission; and five years post qualification relevant experience. |
| **Deputy Librarian (BS-18)=01** | **Age Limit: 25-45 Years**<br>MS or M.Phil. (second division) in Library and Information Science or Information Sciences or Information Management or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and three years' post qualification relevant experience. **OR**<br>MA or M.Sc. or BS (second division) in Library and Information Sciences or Science or Information Management or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and five years' post qualification relevant experience. |
| **Assistant Director (Academics) (BS-17)=01** | **Age Limit: 21-35 Years**<br>Master's degree or BS (second division) or equivalent qualification from an institute or a university recognized by the Higher Education Commission. |

### MANDATORY INSTRUCTIONS FOR TEACHING & NON-TEACHING POSTS

1. For detail instructions regarding teaching posts please visit the website on www.gcwus.edu.pk.
2. Candidates applying against posts BS-17 to BS-20 are required to submit online application form on https://jobs.gcwus.com/, submit three (03) hard copies of Online Application Form (duly signed) along with updated one page CV, attested copies of degrees/certificates/testimonials/experience letters, recent passport size photograph, CNIC and domicile for all posts HEC recognized degrees (if required) are acceptable. No form will be considered without proper degrees/certificates and experience letters.
3. Quota Policy will be applicable according to the rules of Government of Punjab.
4. Applicants with Disability are exempted from provision of pay online challan form.
5. General age relaxation shall be given as per Government of Punjab policy.
6. The candidates are required to affix the original deposit slip of the online challan form amounting to Rs. 3000/- for (BS-18, BS-19 and BS-20), Rs.2000/- for (BS-17) as processing fee (non-refundable for each vacancy). Application forms received without original deposit slip of online challan form and prescribed amount shall be rejected.
7. Only shortlisted candidates will be called for interview and no TA/DA will be paid for test/interview.
8. In case the Candidate is a Government Servant, a Departmental Permission Certificate/ NOC issued by the Competent Authority of the concerned Department is required to be produced along with hard copy of application form. Any application without Departmental Permission Certificate/ NOC shall be rejected.
9. Must provide the No Audit/ No Demand/ No Inquiry pending certificate from current organization / institution, and from previous employer / organization (if currently left the previous job).
10. If the candidate who has applied after taking NOC from his/her parent department/ Institution/ University and got selected in any other department/ Institution/ University during the process of selection, he/she would be required to send immediately an NOC from the new employer, failing which the application will be rejected ab-initio.
11. Candidates with foreign degrees/ diplomas/ certificates and equivalent of their qualification with the prescribed educational/qualification/s in the relevant field of the post advertised must attach a certificate/ proof of such equivalence of degree/diploma/certificate issued by the competent authority, e.g., Higher Education Commission / PEC / Inter Boards Chairman Committee, etc. In case they fail to submit, their candidature shall be cancelled.

12. Experience in private entities shall only be accepted if such entity is registered with SECP, Registrar of Firms of any other regulatory authority/ recognized by Higher Education Commission (HEC).
13. The experience gained on Daily Basis, Part Time, Visiting, Honorary/ self-employed and apprentice/ internee/ research scholar/ research associate/ teaching assistant will not be considered/ counted as experience.
14. Candidates applying for more than one positions shall submit separate applications along with all the necessary documents (submit separate deposit slip of the online challan form for each post).
15. The age, qualification, experience and other credentials of the candidates prescribed in advertisement should be completed in all respects on or before the Closing Date fixed for such post(s).
16. In case any information provided by the candidate in his/her application form is found to be incorrect or false at any stage, he/she will be disqualified and action will be taken under the Rules.
17. Name of the post applied for must be written on the top right corner of the envelope.
18. The University is not responsible for delays in receiving jobs applications from the applicants, calls letters for interview or offer appointment letters etc. due to courier's lapses.
19. Incomplete/unsigned applications shall not be entertained.
20. Applications will NOT be processed if:
    1. **Both online and hard copies are not submitted by due date**.
    2. **Application/ Documents are incomplete.**
    3. **Fee is not submitted.**
21. The University reserves the right to increase/decrease the number of advertised posts or withdraw or cancel or not to fulfil the advertised posts without assigning any reason.
22. Dismissed/terminated from the service or penalized contrary to the service (s) by any of the University/Government Department/Autonomous body and semi government are not eligible for aforementioned posts.
23. The hiring process is subject to the approval of the Competent Authority.
24. The closing date for submission of online applications is **01-06-2026** and three (03) sets of printed online application in hard form along-with all attached documents and dossier must be submitted on **04-06-2026** (within office hours) in person or via courier.
25. Please contact to the Support Center through email support@gcwus.edu.pk for any query regarding online application form at the portal www.gcwus.edu.pk, and for any query contact the HR section through email at hr@gcwus.edu.pk.
26. Errors and omissions are excepted.


**REGISTRAR**
**Govt. College Women University, Sialkot.**
**Katchehry Road, Sialkot. Phone # 052-9250170**