



# FATA UNIVERSITY

Tribal Sub Division, Darra Adam Khel,  
NMD Kohat, Khyber Pakhtunkhwa

[www.fu.edu.pk](http://www.fu.edu.pk), Email: [registrar@fu.edu.pk](mailto:registrar@fu.edu.pk) Tel: 091-5885507

Add No. 02/2022  
Dated: 31/03/2022

## Vacancy Announcement

The FATA University, a relatively new Public Sector Institution, invites applications from Pakistani nationals on Application Forms available on University's website (in soft) ([www.fu.edu.pk](http://www.fu.edu.pk)) or at the Registrar Office of the FATA University (in hard), for the following positions purely on contract basis for a period of 06 months (extendable as per needs of the University) as per given details. Last date for receipt of applications is **April 13, 2022 (4: 00 pm)**.

S. No	Position	No. of Post(s)	Qualification & Experience
1	<b>Assistant Audit Officer</b> (BPS-17)	01	First Class M.Com./MBA or equivalent qualification OR Second Class M.Com./MBA/or equivalent qualification with 05 years' experience in BPS-16 in the relevant field. OR Chartered Accountant/ Cost and Management Accountant
2	<b>Assistant Director Works (Civil)</b> (BPS-17)	01	First Class (B-Grade) B.Sc. Engineering from HEC recognized University/ Institutions OR B.Tech from HEC recognized University/ Institutions with 02 years' experience in the relevant field. OR DAE from the Board of Technical Education with 04 years' experience in the relevant field.
3	<b>Assistant Director (QEC)</b> (BPS-17)	01	Master's degree with First division from an HEC recognized University/ Institution
4	<b>PA</b> (BPS-16)	02	Bachelor's Degree in at least 2 <sup>nd</sup> division with a speed of 100 words per minute in Shorthand and 40 words per minute in Typing and at least 3 years' experience as Stenographer. Adequate knowledge of Computer in using MS Office (Certificate in Computer from a recognized Institution will be required).
5	<b>Senior Auditor</b> (BPS-16)	01	First Class B.Com./BBA or equivalent qualification OR Second Class B.Com./ BBA or equivalent qualification with 03 years' experience in BPS-11 or above in the relevant field
6	<b>Security Officer</b> (BPS-16)	01	Master in Public Administration/ LLB in at least 2 <sup>nd</sup> division from a recognized University
7	<b>Tube-Well Operator</b> (BPS-05)	01	Matric in at least 2 <sup>nd</sup> division with 2 years' experience in Operating Tube-Wells OR literate with 10 years' experience in Operating Tube-Wells.
8	<b>Pipe Fitter</b> (BPS-05)	01	Matric in at least 2 <sup>nd</sup> division with 2 years' experience in the relevant field OR literate with 10 years' experience in the relevant field.
9	<b>Sweeper/ Drain Coolie</b> (BPS-02)	03	Matric OR literate with 05 years relevant experience.

Visit [www.fu.edu.pk](http://www.fu.edu.pk) for complete advertisement and further details/ terms and conditions  
REGISTRAR, FATA UNIVERSITY

# TERMS AND CONDITIONS

1. Applicants should apply on the application form available at the University website: [www.fu.edu.pk](http://www.fu.edu.pk) OR at the Registrar Office of the FATA University, Tribal Sub Division, Darra Adam Khel, District Kohat.
2. The applicants should deposit the prescribe fee as per details given below in the National Bank of Pakistan (NBP-Aitemad) Islamic Banking Branch Peshawar in Account title "HEC-FATA University" Account No. 3310729039, Branch code (2028), (IBAN: PK28 NBPA 2028003310729039) through deposit slip or online transfer and the original receipt of payment must be attached with the application form:

Pay Scale	Processing Fee	Pay Scale	Processing Fee
BPS-02	Rs. 500/-	BPS-16	Rs. 1000/-
BPS-05	Rs. 500/-	BPS-17	Rs. 2000/-

3. The detailed Bio-data/CV and attested/verified photocopies of all DMCs, Degrees, Certificates, CNIC, Experience Certificates and two recent passport size photographs must be attached with the Application Form.
4. The relevancy and genuineness of the Experience Certificates provided shall be evaluated/ assessed by the Scrutiny committee.
5. CGPA less than 3.00/4.00 will not be considered as First Division.
6. The candidates having Foreign Degree/Certificate must provide Equivalency/Relavancy Certificate from HEC/IBCC, Islamabad along with the application and shall be the responsibility of the candidate. If not provided within due date, the application will not be considered for further processing.
7. The candidates serving in Government, Semi Government or Autonomous Institutions must apply through proper channel, otherwise their applications will not be considered.
8. The University reserves the right to increase/decrease/withhold or not to fill any advertised positions.
9. Valid Landline telephone, Mobile number, Postal and Email addresses must be written on the Application Form. Changes in address/contact numbers must be communicated to this office on urgent basis in writing.
10. Separate application shall be submitted for each advertised position.
11. Territorial Jurisdiction/Limits as per Khyber Pakhtunkhwa Universities Act 2012 (Amended-2016) is applicable on the advertised posts from BPS-1 to BPS-16. Other applicable restrictions will also be observed.
12. The applications will be processed as per Act, Statutes, Rules, Regulations and procedure followed by FATA University. The above contract positions will be filled as per section 11(5)(e) of the Khyber Pakhtunkhwa Universities Act-2012 (Amended 2016).
13. Whatever is written/ required in the Application form/ Dossier must be supported by relevant documents.
14. Application forms incomplete in any respect or application forms received after the due date/time will not be considered/ processed in any case and no appeal will be entertained for such cases.
15. Only eligible shortlisted candidates will be called for Test / Interview. No TA/DA will be admissible to them. University will not be held responsible for non-receipt or late receipt of applications or Call Letters for the Test / Interview and the issue shall be taken up with concerned courier service by the candidate.
16. Candidates must produce original verified documents on the day of interview.
17. All applications must be submitted to the Registrar Office of the FATA University, Tribal Sub Division, Darra Adam Khel, District Kohat, Post Code 26100 in hard form only .
18. Legal action will be taken if any of the submitted documents were found fake/tampered.
19. List of eligible/shortlisted candidates will be uploaded on the FATA University website: [www.fu.edu.pk](http://www.fu.edu.pk) before the interview.
20. Last date for submission of applications is **April 13, 2022 (4:00 pm)**.

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