



FATA UNIVERSITY

FR Kohat, Khyber Pakhtunkhwa

www.fu.edu.pk , Email: registrar@fu.edu.pk Tel: 091-5885507

Adv. No. 3/2026

SITUATION VACANT

FATA University, a Public Sector University, invites applications from Pakistani nationals for the following vacant positions on regular basis till March 18, 2026.

Positions	No of Posts	Qualification/Experience
Deputy Director Works (BPS-18)	1	B.Sc. Civil/Electrical Engineering with First division from an HEC recognized University/Institution with 5 years' teaching/administrative experience in a University/Government or autonomous body in BPS-17 and above.
Assistant Registrar (BPS-17)	2	Master's degree with First division from an HEC recognized University/ Institution.
Assistant Controller of Examinations (BPS-17)	1	Master's degree with First division from an HEC recognized University/ Institution.
Assistant Director QEC (BPS-17)	1	Master's degree with First division from an HEC recognized University/ Institution.
Assistant Treasurer (BPS-17)	1	Master's degree with First division in Finance, Commerce, Business Administration from an HEC recognized University/ Institution or Chartered Accountant
Assistant Audit Officer (BPS-17)	1	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.
Assistant Provost (BPS-17)	1	Master's degree with First division from an HEC recognized University/ Institution.
Assistant Director P& D (BPS-17)	1	Master's degree with First division from an HEC recognized University/ Institution.
Assistant Librarian (BPS-16)	1	Master's Degree in Library & Information Sciences in at least 2 nd division from a recognized University. OR Bachelor's Degree in Library & Information Sciences in at least 2 nd division from a recognized University with 3 years experience in the relevant field.

TERMS AND CONDITIONS

1. Applicants must apply through online job portal available at the University's website: www.fu.edu.pk. All forms and documents must be submitted online. Applications submitted through any other mode shall not be accepted.
2. No column of the application form should be left blank, particularly postal address, contact number both landline/mobile and Email address must be mentioned.
3. No additional documents shall be accepted after due date even during the appeal time (if any). Documents which are not claimed by due date will not be entertained.
4. This is the responsibility of the candidates to make it sure that they have uploaded all relevant information into the online system.
5. Candidates are strictly advised to avoid uploading invalid documents. Documents with ambiguity (if entered) by candidates will not be accepted. In case of query candidates are advised to contact the undersigned on phone or email.

6. All fresh appointments shall be made under the Contributory Provident Fund (CP Fund) policy of the Government of Khyber Pakhtunkhwa, except those who are already serving against a pensionable BPS post and were eligible for pension in their previous regular service.
7. A non-refundable application processing fee as per following details shall be deposited through e-challan in University account United Bank Limited (Account No. 0109 0002 3390 0504, IBAN: PK74UNIL 0109 0002 3390 0504, A/C title. VC Fata University). A copy of the deposited challan must be uploaded on the job portal.

BPS	Fee	BPS	Fee
BPS 06-16	Rs. 2500/-	BPS-17 & above	Rs. 4000/-

Note: Application(s) with deposit slip(s) of less than the prescribed amount of processing fee shall not be processed.

8. Legal action will be taken if any of the submitted documents are found fake/tampered.
9. The relevancy and genuineness of the Experience Certificates provided will be judged by the Scrutiny and Quantification Committee and only relevant experience shall be considered.
10. Less than 3.00/4.00 CGPA will be considered Second Division.
11. The candidates having Foreign Degree/Certificate must provide Equivalency Certificate from HEC/IBCC, Islamabad along with the application, failing which the application will not be considered for further processing.
12. Degrees, diplomas, or certificates in languages other than English must be accompanied by an officially verified English translation, duly submitted before the closing date.
13. The candidates serving in Government, Semi Government or Autonomous Institutions must apply through proper channel, otherwise their applications will not be considered.
14. Application forms/dossier 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. University will not be held responsible for non-receipt or late receipt of Call Letters for Test / Interview, and the issue shall be taken up with concerned courier service.
16. The University reserves the right to increase/decrease/withhold or not to fill any of the advertised post.
17. Valid Landline telephone, Mobile No. Postal and Email address must be written on the Application Form. Change of address/contact must be communicated to this office on urgent basis in writing.
18. Separate application shall be submitted for each advertised post.
19. Candidates must produce original verified documents on the day of interview.
20. Whatever is written/ required in the application form/ Dossier must be supported by relevant documents.
21. Territorial Jurisdiction/Limits as notified by the Government of Khyber Pakhtunkhwa from time to time in light of Section 4 of the Khyber Pakhtunkhwa Universities Act, 2012 (amended up-to-date) is applicable on the advertised posts from BPS-01 to BPS-05. Jurisdiction for posts in BPS-06 to BPS-16 is Kohat Division as per Act *ibid*.
22. In case of non-availability of eligible candidates with the Territorial Jurisdiction mentioned above, candidates from the adjoining places will be considered for the post/s in light of Section 11 (5) (f) of the Khyber Pakhtunkhwa Universities Act, 2012 (amended up-to-date).
23. Age limit for posts in BPS-01 to BPS-16 is 18-30 years with upper age relaxation admissible upon request as per rules in vogue.
24. Approved rules regarding different quotas shall be applicable.
25. The applications will be processed as per Act, Statutes, Rules, Regulations and procedure followed by FATA University.
26. List of eligible/Ineligible/shortlisted candidates and Test/Interview date etc, will be uploaded on the FATA University website: www.fu.edu.pk.

Registrar, FATA University

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