FATA UNIVERSITY

FR Kohat, Khyber Pakhtunkhwa

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

SITUATION VACANT

FATA University, a Public Sector University, invites applications from Pakistani nationals on application form available on University's website (www.fu.edu.pk), for the following vacant positions on regular basis as per given details.

S.No	Positions	No. of Posts	Qualification/Experience
1.	**Treasurer (BPS-20)**	1	Master's degree with First division in Finance, Commerce, and Business Administration from an HEC recognized University/ Institution or Chartered Accountant with 17 years' teaching/administrative experience in a University/Government or autonomous body in BPS-17 and above.
2.	**Controller of Examinations (BPS-20)**	1	Master's degree with First division from an HEC recognized University/Institution with 17 years teaching/administrative experience in a University/Government or autonomous body in BPS-17 and above.

TERMS AND CONDITIONS

1. Applicants must apply on the prescribed Application Form available at the University's website: www.fu.edu.pk OR at the Office of the Registrar, FATA University, Tribal Sub Division, Darra Adam Khel, District Kohat.

2. A processing fee (non-refundable) **Rs. 5000/-** shall be deposited in any United Bank Limited (UBL) in Account No. 233901019, Branch code (0850), (IBAN: PK40 UNIL 0109 0002 3390 1019) and the original receipt must be attached with the application form:
   Note: Application(s) with deposit slip(s) of less than the prescribed amount of processing fee or submitted without original deposit slip shall not be processed.

3. The detailed Bio-data and attested/verified photocopies of all DMCs, Degrees, and Certificates, CNIC, Experience Certificates and two recent passport size photographs must be attached with the Application Form.

4. Legal action will be taken if any of the submitted documents are found fake/tampered.

5. The relevancy and genuineness of the Experience Certificates provided will be judged by the Scrutiny Committee and only relevant experience shall be considered.

6. Less than 3.00/4.00 CGPA will be considered Second Division.

7. The candidates having Foreign Degree/Certificate must provide Equivalency Certificate from HEC/IBCC, Islamabad along with the application, failing which the application shall not be considered for further processing.

8. The candidates serving in Government, Semi Government or Autonomous Institutions must apply through proper channel, otherwise their applications will not be considered.

9. Only eligible shortlisted candidates will be called for Test / Interview. No TA/DA is 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.

10. The University reserves the right to increase/decrease/withhold or not to fill any of the advertised post.

11. 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.

12. Separate application shall be submitted for each advertised post.

13. Candidates must produce original verified documents on the day of interview.

14. All applications must be submitted (in hard) to the Office of the Registrar, FATA University, Sub-Division, Darra Adam Khel, District Kohat, Post Code 26100 by 4 pm on the last date given below.

15. Applications submitted through email shall not be considered for processing.

16. The list of eligible and non-eligible candidates, as decided by the Scrutiny/Appellate Committee, will be uploaded on the university website (www.fu.edu.pk).

17. Last date for submission of applications is September 20,2025.

Registrar

FATA University FR Kohat

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