



## GOVERNMENT COLLEGE UNIVERSITY HYDERABAD

### (Administrative Positions)

Applications are invited from interested candidates on the prescribed form to be accompanied with attested photocopies of all relevant documents and **Demand Draft / Pay Order of Rs.2000/- (non-refundable)** as processing fee in favour of the **Director Finance, Government College University Hyderabad** and should reach undersigned on or before **22-05-2023** for the posts mentioned below. *The prescribed application form(s) can be downloaded from the website [www.gcu.edu.pk/career](http://www.gcu.edu.pk/career) or can be obtained from Office of the HR, Government College University Hyderabad. In case, a candidate has already submitted the Pay Order for these posts against earlier advertisements, he/she doesn't need to submit processing fee but only needs to submit the required documents accordingly.*

Sr. No.	Name of the Post	Qualification & Experience
01	Data Analyst (QEC) BPS-16	The candidate should have Second Class Master/4 Years Bachelor's Degree in Statistics/ TQM/ Computer Science/ IT/ Business Administration/ Engineering from HEC recognized Institute/ University. Minimum of 2-4 years of experience in the relevant field is mandatory. The candidate should have proven experience in Data Entry, Data Compilation, and data analysis. High proficiency in the use of relevant professional computer packages like MS Office, Excel, and SPSS is essential. The candidate having experience of working in the Quality Enhancement Cell would be given preference.
02	Sub-Engineer Electrical/Electronic (BPS-11)	B.E in (Electrical/ Electronics)16 years of Education in Second class, or equivalent qualification from HEC recognized university/Institution with 03 years' practical experience in any Public/Private organization related to supervision of Electrical / Electronic works. Having good understanding in evaluating drawings (Electrical), measurement of quantities, checking quality of materials and supervising the work according to drawing. Preference shall be given to university experienced candidates.

#### **INSTRUCTIONS / FURTHER INFORMATION:**

- Only the candidates having Sindh Province domicile should apply. Preference shall be given to Hyderabad Domicile.
- Candidates serving in Government/Semi-Government and autonomous bodies should apply through proper channel accompanied by NOC from the employer and will be responsible for getting themselves relieved properly from their departments
- Maximum age limit is 45 years till date of closing (age relaxation would be considered as per Govt. policy).
- Incomplete applications i.e. without educational, professional and experience certificates, processing fee etc. or applications received after the specified date or those not eligible shall not be entertained.
- The University reserves the right of cancellation of advertised post(s) partly or as a whole at any stage.
- Only short-listed candidates shall be called for test/interview and ineligible candidates will not be informed.
- No TA/DA will be admissible for appearing at the interview/written test.
- Canvassing in any manner will disqualify candidates.

**Director HR  
Government College University  
Hyderabad**