

INSTITUTE OF BUSINESS AND MANAGEMENT
UET, Lahore

Situations Vacant

Applications are invited by the **Institute of Business and Management (IB&M), UET, Lahore** from the applicants who are interested to join IB&M and meet eligibility criteria as mentioned against each post:

Sr.	Post	Minimum Qualification	Minimum Experience (Yrs)	Maximum Age Limit
1.	Deputy Controller of Examinations	MA/MSc	10	45
2.	Budget & Accounts Officer	MBA/ICMA/CA inter	10	45
3.	Admission & Registration Officer	MBA	10	45
4.	Information Officer	MA	03	30
5.	Assistant Academic Coordinator	MBA	01	35
6.	Lab Supervisor	BCS/BIT/BCE	03	30
7.	Assistant (Admission & Registration)	Bachelor degree	03	30
8.	Assistant (Admin)	FA/ BA	07/05	35
9.	Lab Assistant	BCS/ ICS or DAE	02/05	30
10.	Assistant (Librarian)	Bachelor degree	03	30
11.	Assistant (Professional Development Center)	Bachelor degree	03	30
12.	Video/Multimedia Operator	FA/ BA	05/02	30
13.	Receptionist-cum-Web Master	FA/ BA	05/02	30
14.	Driver	Middle	02	45
15.	Naib Qasid	Matric	02	30
16.	Maid	Primary	02	40
17.	House Keeper	Primary	02	40
18.	Sanitary Workers	Primary	02	40

- Candidates must have strong written, communication and interpersonal skills.
- Candidate having foreign qualification and international experience would be preferred.

Application procedure:

Interested individuals may download the **Application Form** from the IB&M's website given below and send it to the Institute of Business and Management, UET Lahore but not later than 3rd March 2010. Application form can also be obtained from IB&M during office timing hours.

Director
Institute of Business & Management
GT Road, UET, Lahore

Tel: 042-6810815

Website: <http://www.ibm-uet.edu.pk>

Faculty Required

The Institute of Business and Management (IB&M), UET Lahore is an institution of higher learning. The IB&M invites applications for the positions of Professor, Associate Professor, Assistant Professor and Lecturer from qualified and seasoned candidates from renowned universities with requisite teaching, industry & research experience. Professionals from industry are also encouraged to apply for visiting faculty (day & evening). Further details are available at the website of IB&M.

The IB&M offers competitive salary package and is an equal opportunity employer. Interested individuals may apply latest by than **3rd March 2010**.

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