

# Balochistan University of Engineering and Technology Khuzdar

## Basic Qualification and Experience need for recruitment on different positions

S. No	Name of Post & NPS	Max age limit	Eligibility Criteria
1.	Registrar (NPS-20)	55 years	Master's Degree preferably in administrative Sciences OR B.E with 18 years' experience in Administration/Academics in any Government/Semi Government Organization in NPS-17 and above
2.	Controller of Examinations (NPS-20)	55 years	Master's Degree/B.E with 18 years' experience in Establishment/Administration/academic in any Government/Semi Government Organization in BPS-17 and above.
3.	Treasurer (NPS-20)	55 years	Master's Degree in Commerce, Economics, and in any other relevant subject with 18 years' experience in the field of Audit, Accounts, Budget & Financial Management with any Government/ Semi Government Organization in grade-17 and above.
4.	Director QEC (NPS-20)	55 Years	Master/PhD in any relevant discipline from a recognized university/intuition of higher education minimum five years' experience out of which minimum two years should be in the relevant filed.
5.	Director ORIC (NPS-20)	55 Years	PhD in Basic Sciences/ Engineering/ Information Technology/Management Sciences with 10 years academic/research experience in National & International organization. 10 Publication (HEC recognize Journals) and must have strong ties with local Govt. Business/ industry, entrepreneurs and universities.
6.	Director P&D (NPS-19)	50 years	Master's Degree Preferably in Administrative Sciences with 12 years experience in grade 17 and above out of which 2 years must be in the relevant field in grade 18 <b>OR</b> B.E Civil with 12 years' experience in grade 17 and above out of which 2 years must be in the relevant field in grade 18
7.	Librarian (NPS-19)	45 Years	Masters in Library Sciences Preferably in first class from an HEC recognized University with 13 years' experience in Library Administration in posts equivalent to BPS-17 and above in a recognized University, Board, College and/or a Library of repute.

8.	Deputy Director QEC NPS-18	45 Years	First class Master's degree in agriculture, Economics, Computer Science, social Science, Management Science (16 Years of Education) from HEC recognized university/Institution with five years of relevant experience (working in QEC of a university)
9.	Senior Engineer (NPS-18)	45 years	First class B.E (Civil) with 5 years' experience in planning and implementation of Projects
10.	Director Sports (NPS-18)	45 years	Master in Physical Education with 5 years' experience in relevant field with any Government/Semi Government Organization in BPS-17.
11.	Assistant Engineer (NPS-17)	35 years	First class B.E (Civil)
12.	Medical Officer (NPS-17)	35 Years	MBBS with one year house job and registered with PMDC. The candidates with max experience will be preferred.
13.	Data Analyst NPS-17	30 years	First class Master's degree in Computer Science/IT/Statistics/ or B.E in computer related discipline from a HEC recognized University/Institution.
14.	Private Secretary (NPS-17)	35 Years	B.A/BSc with shorthand speed 120 per minute, typing 45 words per minute and computer skills in MS Office.
15.	Assistant Workshop Superintendent (NPS-16)	35 years	DAE (Mechanical) with three years relevant experience or B.E Mechanical
16.	Assistant Director Sports (NPS-16)	35 years	Graduation in Physical Education
17.	Computer Operator (NPS-16)	35 years	Graduation with diploma in CS/IT with 3 years' experience in relevant Field.
18.	Transport Officer (NPS-16)	35 Years	DAE in Mechanical Technology 3 years' automobile experience or B.E Mechanical Engineering.
19.	Office Assistant (NPS-16)	28 years	Graduate from a recognized university with two years' experience of office work. Basic knowledge of MS office is mandatory. Typing speed 50 WPM
20.	Steno Typist (NPS-14)	28 years	Intermediate with shorthand 100 WPM. Typing speed 50 WPM. Computer skills will be counted as preferable qualification
21.	Shop Instructor MED (NPS-16)	28 years	DAE (Mechanical) from a recognized Institution
22.	Lab Assistant MED (NPS-11)	28 years	DAE or B-Technology (Mechanical) qualification with 60% Marks
23.	Dispenser (NPS-8)	28 years	Matric and qualified dispenser by Government organization
24.	Junior Clerk (NPS-11)	28 years	Matric with typing speed 50WPM and basic knowledge of MS office with certificates.
25.	Gym Fitness Center in charge (NPS-7)	28 years	Matric having Training of Gym Fitness Centre Certificate.

26.	Driver (NPS-7)	28 years	Literate with HTV driving License
27.	Ground Man (NPS-6)	28 Years	Matric having good knowledge of outdoor games
28.	Indoor games in charge (NPS-5)	28 years	Matric with basic knowledge of indoor games
29.	Photostat Machine Operator (NPS-5)	28 years	Middle with experience in relevant field
30.	Mali (NPS-2)	28 years	Literate

**Deputy Registrar**