



# BOLAN UNIVERSITY OF MEDICAL AND HEALTH SCIENCES, QUETTA

## Vacancy Announcement

Bolan University of Medical and Health Sciences, Quetta invites applications to fill the following Vacancies: -

S.no	Position and Scale	Requirement & Experience	Age Limit	Local
1	Registrar (BPS-20)	a). Ph.D., degree from HEC recognized institution and minimum 15 years' academic and administrative experience in a Higher Education Institution (HEI), including 3 years' of experience in BPS-19  OR b). Master or equivalent degree from HEC recognized Institution with at least 17 years academic or administrative experience, preferably in an academic institution: as an officer BPS-17 and above, including three years' experience in BPS-19	55	Balochistan
2	Treasurer (BPS-20)	a) Charter Accountant: or b) FCA/FCMA with at least five (5) years' experience; or c) MBA or M.Com with 17 years' experience in the relevant field in BPS-17 and above in any Government /semi government organization. or d) Officer of PA&AS with 17 years' experience of service in various positions.	55	Balochistan

### How to Apply

- Application must be submitted on prescribed "Employment Form" available at university website: [www.bumhs.edu.pk](http://www.bumhs.edu.pk)
- Application processing fee of **Rs. 2500/-** only (Non-refundable) be deposited in **Account No. 16497992057703, Bolan University of Medical and Health Sciences, Habib Bank Limited, Complex Branch, Quetta** or Demand Draft in the favor of Treasurer BUMHS. The deposit slip must be attached with the application form.
- Please attach CV, three recent photographs, local/domicile certificate, CNIC, attested photocopies of all the educational degrees/transcripts, experience certificates and other testimonials with the application form.
- Candidates already in service must apply through proper channel and are required to attach No Objection Certificate with application.
- Incomplete applications or applications without demand draft/ Fee Receipt and N.O.C (for those already in services) shall not be considered.
- Only short listed candidate(s) will be invited for Test/Interview.
- Test/Interview will be held at BUMHS Quetta and No TA/DA is admissible.
- The University reserves the right to reject any or all application(s) without assigning any reason.
- That Candidate Applying for different vacancies shall submit separate application form and processing fee.
- The applications should reach to the registrar office, BUMHS, on or before fifteen days with issuance of this advertisement.
- Application(s) received after closing date will not be entertained.

for further information please contact on 081-9213082 / 081-9213062 or visit official website ([www.bumhs.edu.pk](http://www.bumhs.edu.pk))



**Past Employment /Relevant Experience:**

S.NO	Designation/ Job title	Organization Type (Govt./ Sami Govt./ Autonomous/ Private)	Organization Name	From	To	Duration
1.						
2.						
3.						
4.						
5.						
Total Duration of Experience (In Years)						

**Languages Proficiency:**

Language	READ			WRITE			SPEAK		
	Good	Fair	Poor	Good	Fair	Poor	Good	Fair	Poor

**Research Publications (Attach extra sheets if necessary):**

S.NO	Publication Title	Journal Name	Publication Date
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			



**BOLAN UNIVERSITY OF MEDICAL AND HEALTH SCIENCES, QUETTA**  
**DEPARTMENTAL PERMISSION CERTIFICATE**

**FOR USE OF GOVERNMENT/SEMI-GOVERNMENT EMPLOYEES**

The following particulars should be filled in by the Candidate

- (i) Name. \_\_\_\_\_  
(ii) Computerized N.I.C. No. \_\_\_\_\_  
(iii) Father's Name \_\_\_\_\_  
(iv) Designation \_\_\_\_\_ (BPS-\_\_\_\_\_)  
(v) Post applied for \_\_\_\_\_  
(vi) University Advertisement No. \_\_\_\_\_  
(vii) Present Department with complete address \_\_\_\_\_

I have applied to the Bolan University of Medical and Health Sciences, Quetta for the above mentioned post on the prescribed form separately. Necessary departmental permission for applying for the post may kindly be forwarded to Bolan University of Medical and Health Sciences, Brewery Road 87300 Quetta. The closing date for submission of application in the Advertisement

is \_\_\_\_/\_\_\_\_/\_\_\_\_.

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Signature of Applicant:

**FOR USE BY THE DEPARTMENT (EMPLOYER) OF THE CANDIDATE**

It is certified that Mr./Miss/Mrs. \_\_\_\_\_ is employed in this Department since \_\_\_\_\_. He/She holds a Temporary/Permanent/Ad hoc (Strike out not applicable) post under the Federal/Provincial/Semi Government/Autonomous Corporation. His/her total continuous government service is \_\_\_\_\_ Years \_\_\_\_\_ Months \_\_\_\_\_ Days.

His/her place of Domicile as shown in his/her service record is \_\_\_\_\_ District/Agency of \_\_\_\_\_ Division/Zone. This entry is based on Certificate issued by \_\_\_\_\_.

His/her character, so far as known to me, is good and there is nothing against him/her which may render him/her ineligible or unsuitable for the post applied for and he/she has been permitted to apply for the said post.

Signature \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Stamp \_\_\_\_\_

Name \_\_\_\_\_

Phone No. \_\_\_\_\_ Fax No. \_\_\_\_\_

Email Address: \_\_\_\_\_

**Note:** The signing authority of the above permission should please ensure that all the blank spaces meant to be filled in by the Department are accurately filled in. If a departmental candidate/employee is selected/ nominated by the University, the parent Department of that candidate shall be bound to relieve him/her to enable him/her to join the post for which he/she has been recommended by the University.

## UNDERTAKING BY THE APPLICANT

I, \_\_\_\_\_ S/o or D/o \_\_\_\_\_ do hereby solemnly declare and affirm that I have filled-up the form correctly. In case any information contained herein is found at any stage to be missing, untrue, false or forged, my candidature should be canceled at any stage (even after employment, if so revealed later) and I shall be liable to legal action.

Signature: \_\_\_\_\_

Candidate's Signature _____  Dated: _____	<div style="border: 1px solid black; border-radius: 15px; width: 100%; height: 100%;"></div> <p>Thumb Impression</p>	<div style="border: 1px solid black; border-radius: 15px; padding: 5px; width: 80%; margin: 0 auto;">Paste your recent passport size color photograph with gum</div>
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**Check List:** Provide the following documents; otherwise Application form will not be entertained

- ❖ Original Bank Deposit Slip
- ❖ 03 Passport size color photographs to be attached with the form.
- ❖ Attested Copy of CNIC
- ❖ Attested copies (1 Copy) of all the required documents.

## GENERAL INSTRUCTIONS:

<ol style="list-style-type: none"><li>1. Please fill the application form properly with complete and correct information.</li><li>2. Please do not leave any field blank in the Employment form and do not OVERWRITE any information; otherwise your application will be rejected.</li><li>3. Incorrect or false information may result in cancellation of your candidature at any stage even after employment, and also shall be liable to legal action.</li><li>4. Please submit the completed application form to <b><u>Registrar office, Bolan University of Medical and Health Sciences, Brewery Road, Quetta.</u></b> (along with 3 recent color passport size photographs, copy of CNIC, <b><u>Academic, Professional, Experience, Local / Domicile Certificates and original bank deposit slip.</u></b></li><li>5. Mobile phones or any electronic gadgets are not allowed in Test and Interview center premises.</li><li>6. Use separate application form for each post you are applying for.</li><li>7. Use separate envelope for each application form and post name must be clearly mentioned on top of envelope.</li><li>8. Application Processing Fee/ Bank Charges are non-refundable / non-transferable to other any category.</li><li>9. The candidates are required to pay separate application processing fee for each application.</li><li>10. Information about Roll No Slip / Test date / Test Center will be provided on Website (www.bumhs.edu.pk).</li></ol>	<div style="border: 1px solid black; border-radius: 15px; padding: 5px; width: 80%; margin: 0 auto;">Paste your recent passport size color photograph with gum</div>
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**LAST DATE FOR FORM SUBMISSION:** \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

**ADDRESS:**

**BOLAN UNIVERSITY OF MEDICAL & HEALTH SCIENCES, BREWERY ROAD, QUETTA, 87300, PAKISTAN.**

