



THE UNIVERSITY OF MIRPURKHAS

Mirpurkhas, Sindh, Pakistan

NON-TEACHING OPPORTUNITIES

The University of Mirpurkhas invites applications from suitable candidates for the following positions on a contract basis (06 months).

Interested candidates are required to submit their applications on the prescribed application form, available at www.umpk.edu.pk/career. Applications must be accompanied by a Demand Draft / Pay Order of Rs. 1500/- (non-refundable) as processing fees in favour of "The University of Mirpurkhas".

S. N	POSITIONS	NO OF POSTS	QUALIFICATION AND EXPERIENCE
01	Assistant Director/ Student Financial Aid	01	M.A./M.Sc./ BBA/MBA preferably in First Class, or equivalent qualifications from HEC recognized university. Experience: Minimum (03) years of experience in the position of handling administration/financial aid/student scholarships/general management in Government or Government Autonomous bodies or any reputable organization.
02	Junior Clerk	01	- Graduate or equivalent at least with 2nd Division. - Candidates with minimum 01 year of working experience in any educational setting will be preferred. - Experience in Data Entry, Record Keeping & File management is preferable.
03	Lab Attendant	01	Graduate with proficiency in MS Office. • Preference will be given to the candidates with relevant experience.

General Instructions

- For all positions, the maximum age limit is 40 years.
- Interested candidates may submit their, prescribed **Application Form**- (available at: www.umpk.edu.pk/documents-forms) with updated CV, original and attested copies of educational certificates, CNIC, and 02 recent passport size photographs on or before **03rd August 2026** by 05:00 PM at the Main Campus, the University of Mirpurkhas.
- Candidates without required documents shall not be entertained.
- The University of Mirpurkhas reserves the right to increase, decrease, or cancel posts without stating any reason.
- No TA/DA will be admissible.

ADDRESS

The University of Mirpurkhas, adjacent to SAL College, Mirpurkhas, Sindh

Phone : 0233920249 Website: <http://umpk.edu.pk>

OFFICE OF THE REGISTRAR: THE UNIVERSITY OF MIRPURKHAS