

Sardar Bahadur Khan Women's University (SBKWU) was established in 2004 for promoting and creating awareness of Women's education and empowerment in Balochistan, as the first Women University of the province, this alma-matter aspires to enable potential women of the province to connect with a dynamic academic community and draw on the power of women from across the higher education sector.

**SBKW University offers the following job openings on contract for Three Years (Tenure Based as per Act 2022).**

S.No.	Position	Gender	Age	Eligibility Criteria
1	<b>Treasurer</b> (BPS-20) Contract	Male/Female		MBA (Finance) or M.Com or Master's in Economics qualification from recognized University with 12 years Accounts administration experience in posts equivalent to BPS-17 and above in University, Board, Government Department, or Autonomous Organization. Preference shall be given to those candidates who have higher academic qualification and Accounts administration experience of serving against BPS-19 post at least two years. Computer skills, specially command on Accounts related soft wares.
2	<b>Controller of Examination</b> (BPS-20) Contract	Male/Female	Maximum 55 years	M.A / M.Sc or equivalent qualifications from recognized University with 12 years administrative experience in a post equivalent to BPS-17 and above in a University / Board/ Government Organization. At least five years experience to handle examination affairs of a reputable Institution. Preference shall be given to those candidates who have higher academic qualification and relevant experience in BPS-19 post at least five years and Computer skills specially on security soft wares. Preference will be given to female candidates fulfilling the conditions

**Terms & Conditions:**

- Interested individuals who meet the criteria can obtain Application Form from University's website "www.sbk-wu.edu.pk/jobs"
- The attested copies of the following documents are to be attached with the application form: i. CV ii. All educational degrees iii. All Detail Mark Sheets iv. Certificates v. NOC (for applicants that are already in Government service) vi. Three fresh passport size pictures vii. CNIC viii. Local/Domicile Certificate..
- Verified certificates of all educational documents must be attached; otherwise application will be considered incomplete and will not be entertained.
- Experience must be mentioned in employment form and same experience certificates must be attached; otherwise application will be considered incomplete and will not be considered.
- Applicants already in service should apply through proper channel along with NOC issued by their parent department by due date otherwise their applications will not be considered.
- Incomplete applications, or not fulfilling the minimum criteria; or applications/any document received after due date will not be considered in any case.
- Only shortlisted candidates will be called for the interview which will be held in SBK Women's University, Quetta. No TA/DA is admissible.
- Canvassing in any manner or form will be disqualify the candidates.
- The application processing fee (non-refundable) is Rs. 4,000/-.**
- Fee can be deposited through Challan form only in the National Bank of Pakistan, BMC Branch, Quetta or in the shape of Bank Draft in favor of Treasurer Sardar Bahadur Khan Women's University Quetta.
- Applications on prescribed form (duly page numbered) must reach the **HR Department SBKWU, Quetta on or before the closing date i.e. 24-07-2025.**
- The Competent Authority of the University reserves the right of canceling any or all of the above positions without assigning any reasons.

*Note: Errors and Omissions are liable to be rectified.*

**Registrar**

SBK Women's University, Brewery Road Quetta.

www.sbkwu.edu.pk

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