

## Eligibility Criteria for Administrative positions

| S. No | Position                   | Gender      | Age Limit   | Eligibility Criteria   |
|-------|----------------------------|-------------|-------------|--|
| 01    | <b>Pro-Vice Chancellor</b> | Male/Female | 45-60 years | <p><b>1. Essential Qualification and Experience;</b></p> <p>(a) Ph.D in any discipline and good academic record.</p> <p>(b) experience of at least 20 years teaching/research in any HEC recognized university;</p> <p>(c) excellent research publication record that, at a minimum, meets the criteria for appointment as Professor in the university with minimum twenty peer reviewed and Higher Education Commission recognized research publications;</p> <p>(d) at least five years of administrative / postdoctoral research experience in the field of Higher Education;</p> <p>(e) preferably, execution of at least one major research project;</p> <p>(f) experience of working with international bodies or international exposure through participation in workshops, seminars or conferences held outside the country;</p> <p>(g) experience of organizing events such as workshops, seminars, conference at an international level within the country in the field of higher education;</p> <p>(h) demonstrated experience in leadership;</p> <p><b>2. Desirable Experience;</b></p> <p>(a) experience of working on the Statutory Authorities of a university such as Board of Studies, Academic Council, Syndicate or Management Council or Executive Council of Board of Management etc.;</p> <p>(b) demonstrable experience of handling quality issues, assessment and accreditation procedures, etc.;</p> <p>(c) experience at the provincial or national or international level in handling developmental issues outside the university environment. International experience to be preferred;</p> <p><b>3. Expected Skills and Competencies;</b></p> <p>(a) <b>technical skills;</b></p> |

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|  | <p><b>Pro-Vice Chancellor</b></p> | <p>Male/Female</p> | <p>45-60 years</p> | <ul style="list-style-type: none"> <li>(i) openness towards technology and a deep conviction regarding its potential applications in a knowledge based settings;</li> <li>(ii) reasonably high level of comfort in the use of technology;</li> <li><b>(b) managerial skills;</b> <ul style="list-style-type: none"> <li>(i) ability to anticipate issues and problems and prepare advance strategic plans;</li> <li>(ii) ability to generate resources and allocate the same appropriately;</li> <li>(iii) capacity to work effectively under pressure and manage work and resources within tight deadlines;</li> <li>(iv) good understanding of financial management including revenue generation, planning and fiscal control;</li> </ul> </li> <li><b>(c) alignment with corporate objectives and Provincial as well as National level priorities;</b> <ul style="list-style-type: none"> <li>(i) ability to identify the needs of the communities in key sectors;</li> <li>(ii) deep understanding of the challenges before the National and how Higher Education can respond to developmental needs;</li> <li>(iii) demonstrable understanding of curriculum development issues, especially those relating to widening participation and social inclusion.</li> </ul> </li> <li><b>(d) leaderships skills:</b> <ul style="list-style-type: none"> <li>(i) exceptional ability to motivate a diverse group of stakeholders;</li> <li>(ii) keen desire to further the mission and goals of the organizations;</li> <li>(iii) ability to think strategically and innovatively and maintain a broad perspective;</li> <li>(v) ability to lead by personal example with openness to new ideas and a consultative approach in implementation of the same.</li> </ul> </li> </ul> |
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|     | <b>Pro-Vice Chancellor</b>   | Male/Female | 45-60 years | <p>(e) <b>interpersonal communication and collaborative skills;</b></p> <p>(i) demonstrable success in developing and executing National and International collaborative arrangements;</p> <p>(ii) ability to interact effectively and persuasively with a strong knowledge-base at senior levels and in large forums as well as on a one-to-one basis;</p> <p>(iii) evidence of being an active member of professional bodies and association in pertinent fields;</p> <p><b>TERMS &amp; CONDITIONS:</b></p> <p>(a) <b>Tenure:</b> Three years (Non-renewable) as per provisions of the Balochistan Universities Act 2022.</p> <p>(b) <b>Age:</b> Not more than (60) Sixty years till the closing date of submission of application.</p> <p>(c) <b>Pay Package:</b> To be approved by the Chancellor.</p> <p><b>Receipt of Applications:</b> Eligible candidates are invited to apply on plain paper with complete contact information (Cell/Phone Number, Fax, Email etc.) The applications should be accompanied by the following documents.</p> <p>(a) Certified copies of education Certificates /degrees /diplomas.</p> <p>(b) Detailed Curriculum Vitae, clearly highlighting (step-wise) all elements of eligibility criteria as mentioned in advertisement.</p> <p>(c) Strategic Plan.</p> <p>(d) Those already in service should apply through proper channel.</p> |
| 02. | <b>Registrar</b><br>(BPS-20) | Male/Female | 45-60 years | <p>Master's Degree or equivalent qualification from recognized University with 12 years administrative or teaching experience in posts equivalent to BPS-17 and above in the University, Board, Government Department, or Autonomous Organization.</p> <p>Preference shall be given to those candidates who have higher academic qualification and administrative experience of serving against BPS -19 post for at least two years with Computer skills. Preference will be given to female candidates fulfilling the conditions.</p>   |

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| 03. | <b>Treasurer</b><br>(BPS-20)                 | Male/Female | 45-60 years | <p>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.</p> <p>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.</p>   |
| 04. | <b>Controller of Examination</b><br>(BPS-20) | Male/Female | 45-60 years | <p>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.</p> <p>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</p> |