

UNIVERSITY OF HOME ECONOMICS LAHORE

Advertisement No. 01/2025

VACANT POSITIONS

Applications are invited for Visiting Faculty Positions (Pakistani Nationals) and for Administrative Posts (Punjab Domicile Holders) on Contract Basis; at University of Home Economics Lahore
Visiting Faculty Posts

| Subjects/ Disciplines | Subjects/ Disciplines |
|---------------------------------|--|
| 1. Entrepreneurship & Marketing | 2. Block Chain, AI and Machine Learning |
| 3. Textile & Clothing | 4. Textile Design |
| 5. Fashion Design | 6. Human Development & Family Studies |
| 7. Animation & UI UX | 8. Pakistan Studies |
| 9. Computer Science | 10. Quantitative Reasoning/ Statistics/ Statistical Packages for Social Sciences |
| 11. Entrepreneurship | |

HEC Faculty appointment criteria shall be followed.

Administrative Posts

| Sr. No | Posts | No. of Posts | Age | Eligibility Criteria |
|--------|----------------------------------|--------------|----------------|--|
| 1. | Teaching Assistant (BS-16) | 3 | 21 to 35 years | Master's degree or BS (second division) or equivalent qualification from an institute or a university recognized by the Higher Education Commission |
| 2. | Assistant Estate Officer (BS-14) | 1 | 21 to 35 years | Bachelors' degree (second division) or equivalent qualification from an institute or a university recognized by the Higher Education Commission. |
| 3. | Cook (BS-05) | 1 | 21 to 35 years | i. Secondary School Certificate (second division) or equivalent qualification from a recognized Board; and ii. Two years post qualification relevant experience |

INSTRUCTIONS

- The candidates are required to submit the applications not later than **28-03-2025** on prescribed Job Application Form (Available on website <https://uhe.edu.pk/downloads>). For the post of Cook, candidates shall submit applications on plain paper.
- Candidates are required to submit their applications along with Original Challan Form/Bank Deposit Slip, Attested Copies of (Educational Documents, Experience Certificates, Domicile, CNIC) and Two passport size photographs via Registered Mail /Courier Service to the Office of the Registrar, University of Home Economics Lahore. All applications must be addressed to The Registrar, University of Home Economics Lahore. Details of application processing fee to be deposited are as under:

| Posts | Amount | Bank Details |
|---|---------|---|
| 1. Visiting Faculty 2. Teaching Assistant 3. Assistant Estate Officer | 1,000/- | Candidates are required to deposit application processing fee on Bank Challan available on university website |
| Cook | 500/- | |

- Kindly mention name of the applicant and post name on bank deposit slip. Copy of deposit slip/Challan form shall not be entertained.
- Application processing fee is neither refundable nor transferable.
- Candidates MUST clearly mention the Post Applied/Subject/Discipline on the top right corner of the envelope.
- Candidates applying for more than one Subject/Discipline/Post must submit separate application forms, as well as separate paid processing fee slips.
- Candidates already in service of a Government / Semi-Government Department or an Autonomous body must submit NOC along with application forms by the due date; otherwise, their applications shall not be entertained.
- Only short-listed candidates will be called for interview. No TA/DA will be admissible for test/interview.
- General Age relaxation, quota for disabled persons and minorities shall be observed as per Govt. of the Punjab Policy for administrative posts.
- University reserves the right to increase/ decrease/ withhold and cancel any position or appointment without assigning any reason.
- Applications received after the due date will not be entertained. The responsibility of providing all the required documents is upon the applicant; please check the completeness of form carefully before submitting.
- For Further inquiries, email at hr@uhe.edu.pk, or whatsapp no. 0332-8050949.

OFFICE OF THE REGISTRAR

UNIVERSITY OF HOME ECONOMICS LAHORE

Dr. Mateen Fatima Road, Block H Gulberg-II, Lahore.

IPL-954