



CAREER OPPORTUNITIES

Sukkur IBA invites applications for its newly established **IBA Community College Ubauro** from dynamic, qualified and result-oriented candidates for following positions:

1. PRINCIPAL

Age Limit: 50 years

Responsibilities:

- ♦ Provide leadership to the Institute
- ♦ Possess distinguished reputation as scholar and academician having close familiarity with academic functions both class room teaching and research
- ♦ Must be familiar with new technology trends in teaching such as teaching through technology, e-learning and distance learning
- ♦ Experience of full executive, academic, administrative and financial operations at Institute level
- ♦ Launch new international initiatives and affiliate the school with international standard Boards
- ♦ Attract, motivate and retain high quality faculty and administrators
- ♦ Manage active and effective communication with students, parents, general public and media etc.

Qualification and Experience:

- ♦ Should have minimum 2nd Class Masters degree/PhD (preferred) with M.Ed from any reputed HEC recognized University/Institute.
- ♦ Should have minimum 10 years of experience in academics or administration with proven record of leadership.
- ♦ Candidate must possess proficiency in English and computer skills.

2. Admin Officer

BPS-17

Age Limit: 35 years

Qualification:

1st Class Masters in Business Administration/Public Administration/Commerce/Economics/Computer (16 years education) from an HEC recognized University/Institute.

Experience

Minimum 2 years post qualification experience in relevant field.

3. Accounts Officer

BPS-17

Age Limit: 35 years

Qualification:

1st Class MBA/ 4 years BBA in Finance from an HEC recognized University/Institute.

Experience

Minimum 2 years post qualification experience in relevant field.

4. Computer Operator/Office Assistant

BPS-11

Age Limit: 35 years

Qualification:

1st Class Bachelors Degree (14 years education) from an HEC recognized University/Institute with minimum six months short course in Computer/ IT from Technical Board.

Experience: Minimum 2 years experience in relevant field.

How to Apply?

Please send your application on prescribed format along with one recent colour photograph, complete CV, relevant documents and a Bank Draft/Pay Order for **Rs. 1000/- (Rs. 500/- for BPS-11)** in favour of "Sukkur IBA" latest by **February 01, 2016** on the following address:

REGISTRAR

Sukkur Institute of Business Administration

Airport Road, Sukkur. Ph: 071-5806101-10 Ext: 188 , 178

UAN :071 (111-785-422) Fax: 071-5804419

Application form may be
downloaded from institute's
website:
www.iba-suk.edu.pk