

Kinnaird College For Women



VACANT POSITIONS

Kinnaird College for Women invites applications from bright & motivated candidates (females only) for the following positions:

Subject	Faculty Positions	Qualification, Experience and Publications
1. Accounting & Finance 2. Business Administration 3. Computer Science 4. English Language Teaching 5. English Literature 6. Food Science and Human Nutrition 7. International Relations 8. Political Science 9. Psychology (Clinical)	Associate Professor	Ph.D. in the relevant field 12 years experience with atleast 06 years post PhD level experience OR 07 years post PhD level experience and 10 Research Publications with at least 04 Publications in the last 05 years
1. Accounting & Finance 2. Applied Linguistics 3. Business Administration 4. Biotechnology 5. Botany (Plant Anatomy & Taxonomy) 6. Chemistry (Physical/ Analytical) 7. Computer Science 8. English Language Teaching 9. English Literature 10. Food Science and Human Nutrition 11. International Relations 12. Law 13. Political Science 14. Psychology (Clinical) 15. Zoology	Assistant Professor	Ph.D. in the relevant field
15. Fine Arts (Painting/Sculpture)	Assistant Professor	Ph.D. in the relevant field OR MFA or equivalent degree in the relevant field with 06 year of relevant experience OR BFA or equivalent degree in the relevant field with 08 years of relevant experience
1. Accounting & Finance 2. Applied Linguistics 3. Botany (Plant Anatomy & Taxonomy) 4. Chemistry (Physical/ Analytical) 5. English Language Teaching 6. English Literature 7. Food Science and Human Nutrition 8. International Relations 9. Political Science /Pakistan Studies /History 10. Physics 11. Psychology 12. Zoology	Lecturer	M.Phil or an equivalent degree in the relevant field
15. Law	Lecturer	LLM or an equivalent degree in the relevant field OR LLB or an equivalent degree in the relevant field with preferably 02 years of experience
16. Fine Arts (Painting/Sculpture) 17. Textile Design	Lecturer	MFA or equivalent degree in the relevant field preferably with 01 year of relevant experience OR BFA or equivalent degree in the relevant field preferably with 02 years of relevant experience
Department	Academic Support Positions	Qualification , Experience and Skills Set
Library	Cataloguer	<ul style="list-style-type: none"> • Masters in Library Information and Sciences or an equivalent • Preferably 02 years relevant experience gained after completing the required qualification • Complete knowledge of e-books/digital library software(s) • Excellent analytical and research skills in managing online resources and electronic database. • Proficiency in using Microsoft
	Computer Laboratory Incharge (For Visually Impaired Students)	<ul style="list-style-type: none"> • Master's Degree in Special Education or equivalent from HEC Recognized Institutions. • Preferably 02 years of relevant experience • Complete knowledge of e-books/digital library software(s) • Competency in using and teaching Braille Literacy • Ability to communicate effectively both orally and in writing

REQUIREMENTS

Faculty Positions

- Teaching / Research Experience in a reputable Higher Education Institution or National /International Organization will be given preference.
- The applicant must have excellent communication and knowledge imparting skills.
- Fluency and proficiency in spoken and written English is mandatory.

For All Positions

- Applicants must have obtained all educational certificates and degrees from Government and HEC recognized institutions and should have no 3rd Division in the entire academic career.
- Age of the applicant should be between **25 years – 50 years** by **June 30, 2017**.

INSTRUCTIONS FOR APPLICANTS

- Only those candidates may apply who fulfill the minimum eligibility criteria.
 - The position applied for, must be mentioned on the top of the envelope.
 - Candidates applying for more than one position should apply separately.
 - Applications, along with attested copies of the following documents should be sent only through registered mail or courier service on the address mentioned at the end:
 - Cover Letter along with a detailed Curriculum Vitae (CV).
 - Passport size photograph.
 - Attested copies of CNIC and all relevant documents (degrees, transcripts, experience certificates and other certificates mentioned in the resume).
 - Complete contact details.
 - Names & Contact details of two referees.
 - Part time, honorary, apprenticeship and internee experience will not be considered as work experience.
 - No TA/DA will be admissible for appearing in the interview.
 - The last date for submission of applications is June 29, 2017. (Afternoon).
 - Late and incomplete applications will not be entertained by the College.
 - Only short listed candidates will be invited for an interview.
- Candidature shall be cancelled at any stage due to incomplete/ wrong information. The College reserves the right to withhold appointment on advertised post.

The Principal
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<http://www.kinnaird.edu.pk/>