

KINNAIRD COLLEGE FOR WOMEN



VACANT POSITIONS

Kinnaird College for Women invites applications from bright and motivated candidates for the following positions: (*Males only*)

| ADMINISTRATION & ACADEMIC SUPPORT POSTIONS | | | |
|--|----------------------|---|---|
| Department | Position | Qualification and Experience | Skills Set |
| Chemistry | Laboratory Assistant | <ul style="list-style-type: none">• Preferably Bachelors• Preferably 02 years of experience in relevant field• Must have good knowledge about Chemistry | <ul style="list-style-type: none">• Good Communication Skills• Able to handle chemical solutions, apparatus and equipments• Able to train Laboratory Attendants |
| Administration | Plumber | <ul style="list-style-type: none">• Literate preferably Matric• Preferably two years of hands on experience in the relevant field | <ul style="list-style-type: none">• Knowledge of plumbing hand tools needed to perform repair work• Energetic & Enthusiastic with sound health |
| | Cleaner | <ul style="list-style-type: none">• Preferably Literate• Preferably experienced | <ul style="list-style-type: none">• Hardworking, energetic, with sound health |

Only those candidates may apply who fulfill the above eligibility criteria.

INSTRUCTIONS FOR APPLICANTS

Applications consisting of the following must reach Kinnaird College for Women by July 08, 2018 at the address mentioned in the end or at Gate Office of the College:

- Age of the applicant should be between 25 years – 45 years on June 01, 2018.
- Application must be submitted on prescribed JOB APPLICATION FORM, which may be downloaded from the College web site <http://www.kinnaird.edu.pk/> or can be taken from Gate Office of the College.
- Job Application, along with the attested copies of CNIC & all relevant documents (certificates and experience letters) should be sent through registered mail on the address mentioned at the end.
- Incomplete / late applications will not be entertained.
- No TA/DA will be paid when called for an interview.

Kinnaird College for Women reserves the right to reject any or all applications, without assigning any reason. Only short listed candidates will be invited for an interview.

All applications should be addressed to:

The Principal
Kinnaird College for Women, 93-Jail Road, Lahore.
Tel: 042-99203781-84
<http://www.kinnaird.edu.pk/>