

STAFF REQUIRED

Khyber Medical University Institute of Medical Sciences (KMU-IMS) Kohat, invites applications from the eligible candidates having Domicile of Khyber Pakhtunkhwa Province (male/female) for the following positions.

S. No.	Post Name	Age (Years)	No. of Post(s)	Eligibility, Qualification & Experience
1.	Assistant Provost Fixed Pay Basis (Female)	18 to 35	01	Masters or equivalent degree (16 years education) with first division from an HEC recognized University/ Institute. OR Masters or equivalent degree (16 years education) with second division from an HEC recognized University/ Institute with 03 years of experience in the relevant field in an HEC recognized public sector university / degree awarding institute or a public sector organization.
2.	Hostel Care Taker Fixed Pay Basis (Female)	18 to 35	01	Master's Degree/ LLB in at least 2nd division from a recognized University with 2 years relevant experience OR Bachelor's Degree (Fourteen year of education) in at least 2nd Division from a recognized University with 4 years relevant experience.
3.	Junior Clerk Fixed Pay Basis (Preferably Female)	18 to 35	01	1. Intermediate with at least 2nd division or equivalent qualification from a recognized Board, and 2. A speed of 25 words per minute in typing (Candidate having IT Skills will be preferred).
4.	Junior Plumber Fixed Pay Basis (Part Time/Need Based)	18 to 45	01	Matric in at least 2nd division with the relevant certificate from Technical Board with three (03) year experience in the relevant field

TERMS AND CONDITIONS:

- Eligible candidates are required to duly fill the prescribed application form and submit it along with attested photocopies of CNIC, Domicile Certificate, Educational Documents, Experience Certificates, NOC from parent department and 2 passport size photographs **latest by October 30, 2025** (close of office hours).
- Separate applications and documents should be submitted in case a candidate intends to apply for more than one position. Mention title of the post in Subject Line of the application.
- Application (complete in all respects) must reach office of the undersigned on or before the closing date. After the closing date, application will neither be received nor entertained. If there is public holiday on the closing date, the next working day shall be considered as the closing date. Further, this Institute will not be responsible for late submission of the application forms through post/courier and the candidate himself/herself may deal with the service provider.
- The services will be on fixed salary, extendable on the basis of performance as per the requirement of the Institute. The selectees shall have to submit undertaking that they shall not claim for regularization or extension of the service. The appointees can be terminated on the basis of misconduct, unsatisfactory performance, breach of rules and regulations etc. or in case a candidate is found ineligible in any case after appointment shall be terminated without serving any notice.
- Age shall be reckoned on the closing date of this Advertisement, however, age relaxation shall be granted as per rules and regulations of the KMU Peshawar.
- Any candidate may be disqualified and/or excluded from the interview if he/she was
 - Convicted by the Court of law.
 - Previous history of dismissal from any service.
 - Knowingly furnishes any false information or suppresses any information which may lead to his/her disqualification.
 - Attempts to obtain support for his/her candidature by improper means.
 - Submits forged certificates/tempers with entries in his/her age, and documents.
 - Misbehavior during the interview.
- In case of semester system, CGPA-3.00 out of 4.00 shall be considered as first division and CGPA less than 3 shall be considered as second division.
- Candidates should mention active email address on the application as they will be informed of the test/interview details via email and no call letter shall be issued.
- Selection shall be made in the manner prescribed by the University. Only short-listed candidates will be called for the test/interview.
- No TA/DA shall be admissible for appearing in test/interview.
- If this advertisement is withdrawn after it's publication a notice (corrigendum) for cancelation shall be published/shared on official website of the Institute (kims.kmu.edu.pk).

Note: Errors are liable to rectification by the Institute; the Competent Authority reserves the right to increase/decrease or cancel the number of post(s).

**PRINCIPAL
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KOHAT
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