INTERNATIONAL ISLAMIC UNIVERSITY, ISLAMABAD
HUMAN RESOURCE MANAGEMENT AND DEVELOPMENT (SECTION-V)
POSITIONS VACANT

Applications are invited from qualified persons for the following non-academic positions purely on **CONTRACT BASIS.**

DIRECTOR, INFORMATION SYSTEMS (MALE)
(market based competitive salary)
Required Qualification and Experience
PhD in CS/SE/IT/ITM/TM degree from HEC recognized university and having at least 12 years relevant experience in BPS-17 and above or equivalent post of managing large IT based organization or having at least 12 years academia experience in BPS-17 & above having experience of teaching and supervising the software developing at university level.
OR
MS/MPhil or equivalent in CS/SE/IT/ITM/TM degree from HEC recognized university with B-grade (65% marks) in semester system or 1st division in annual system, having at least 15 years relevant experience in BPS-17 & above or equivalent post, of managing of IT based organization or having at least 15 years academia experience in BPS-17 & above having experience of teaching and supervising the software developing at university level.
OR
Masters/BS degree or equivalent (16 years education) in CS/SE/IT/ITM/TM degree from HEC recognized university with B-grade (65% marks) in semester system or 1st division in annual system, having at least 17 years relevant experience in BPS-17 & above or equivalent post, of managing of IT based organization or having at least 17 years academia experience in BPS-17 & above having experience of teaching and supervising the software developing at university level.
TORs
✓ Experience is desirable in Databases/ERP solutions/E-system development and management, Networking/hardware operations etc.
✓ Overseeing all technology operations and evaluating them according to established goals.
✓ Devising and establishing IT policies and systems to support the implementation of strategies set by upper management.
✓ Develop strategy as it relates to the organization's IT infrastructure (computer and information systems, security, communication systems).
✓ Develop requirements, outlines, budgets, and schedules for information technology projects.
✓ Manage multiple vendors, consultants, programmers, and developers.
✓ Create project documentation.
✓ Provide direction, guidance, and training to IT staff.
✓ Develop security standards, procedures, and guidelines for company platforms; assist with upgrading security protocols, as needed.
✓ Assess new opportunities.
ASSISTANT PROGRAMMER (BPS-16 or equivalent), INFORMATION SYSTEMS (MALE)
(market based competitive salary)
Required Qualification and Experience
At least 2nd division BCS from recognized university with 3 years relevant experience.
Preferred Specialization
Expertise in Odoo and Python.

GENERAL INSTRUCTIONS

1) IIUI reserves the right to shortlist the candidates and to reject any or all applications/advertisement without assigning any reason.
2) Interested candidates can apply **ONLINE** via link hrm.iiu.edu.pk. Applicants are required to deposit the job processing fee for **Director Rs. 2,000/-** and for **Assistant Programmer Rs. 1,000/-** on specified HBL challan form which will be auto generated after completion of online application form. **No hardcopy of online application/testimonial/challan receipt is required to be forwarded to IIUI. It should be preserved in safe custody by the applicant and has to be presented at time of test/interview.**
3) Any incomplete application (incomplete documents) will not be considered.
4) Any misinformation provided by the candidate would render him/her ineligible for the induction.
5) The eligible candidates may be required to undergo short-listing process before written/professional test/demonstration/interview. Candidates already working in Government sector are required to obtain NOC from their parent organization to place at IIUI before written/professional test/demonstration/interview.
6) Applicants lacking prescribed criteria and required qualification on closing date will not be entertained.
7) ONLINE applications via link hrm.iiu.edu.pk must be submitted on or before **(Friday) February 14th, 2025**.
8) It will be mandatory for the candidates to produce original paid bank challan (system generated) at the time of written/professional test/demonstration/interview
9) For further information, please contact: 051-9019219 & 051-9019793 or visit our website www.iiu.edu.pk.
10) No TA/DA is admissible for written/professional test/demonstration/interview.
11) Errors and omissions excepted.

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DR. IMRAN YOUSAF
ADDITIONAL DIRECTOR (HRM&D)
051-9019219 & 051-9019793