



**CORRIGENDUM**

**DEPARTMENT OF NURSING**

S. NO	POST	QUALIFICATION AND EXPERIENCE
1.	<b>Director</b> - Nursing	<b>Qualification:</b> Bachelor in Nursing (BSN) with Masters. <b>Experience:</b> At least 12-15 years of nursing experience out of which at least 05 years of administrative experience is required in a teaching hospital on a managerial level. Candidate must have excellent leadership skills with strong communication skills. She/he must be well-versed in international standards of nursing protocols and practices. Must be able to lead the team in difficult circumstances. Candidate must submit a personal statement with the other documents clearly describing achievements and performances in the past.
2.	<b>Manager</b> - Nursing	<b>Qualification:</b> Bachelor in Nursing from an accredited college or university. <b>Experience:</b> The candidate must have 10 years of Nursing experience in teaching and development in any reputable nursing institute with a minimum of Five years' experience in a Nursing leadership role. Candidate must have the ability to deal with patients. To provide competent age-specific and specialty-appropriate nursing care by applying clinical nursing knowledge and skills, and for ensuring the safety and comfort of patients/ families according to legal, institutional, policies, and professional standards. Candidate must have Strong written & verbal communication and interpersonal skills. Track record of conducting professional development courses for nurses and paramedical staff.

**REGIONAL BLOOD CENTER**

S. NO	POST	QUALIFICATION AND EXPERIENCE
1.	<b>Director</b> - Regional Blood Center	<b>Qualification:</b> MBBS with Master's degree from a HEC-recognized University. <b>Experience:</b> The candidate must have a total of 12-15 years of working experience out of which at least 03 years of experience should be in establishing regional blood centers in Pakistan. Must have a very good relationship with the stakeholders involved in the establishment of regional blood centers

**DEPARTMENT OF PHARMACY**

S. NO	POST	QUALIFICATION AND EXPERIENCE
1.	<b>Manager</b> - Hospital Pharmacy	<b>Qualification:</b> Candidate must possess a Pharm D/Bachelor in Pharmacy with Preferably Master Degree from a HEC-recognized University. <b>Experience:</b> The candidate must have a total of 10-12 years of working experience out of which at least 03 years of relevant administrative experience is required in a teaching hospital on a managerial level. Candidate must have prior experience in hospital Pharmacy Management with operational and regulatory aspects of hospital pharmacies.
2.	<b>Assistant Manager</b> - Hospital Pharmacy	<b>Qualification:</b> Candidate must possess a Pharm D/Bachelor in Pharmacy with preferably a Master Degree from a HEC recognized University <b>Experience:</b> The candidate must have a minimum of 08 years of relevant experience out of which at least 02 years of relevant administrative experience is required on the mid-managerial level in the same capacity in a healthcare hospital. Previous hospital pharmacy management experience with in-depth knowledge of hospital pharmacy operations and regulatory requirements. Capabilities to manage several priorities in changing healthcare settings.

**DEPARTMENT OF INFORMATION TECHNOLOGY**

S. NO	POST	QUALIFICATION AND EXPERIENCE
1.	<b>Senior Manager</b> Network & Infrastructure	<b>Qualification:</b> Candidate must possess a BS Degree in Computer Science, Information Technology, or a related field. Master's degree preferred from an HEC-recognized institution. <b>Experience:</b> 08+ years of experience in network and infrastructure management or a related role, with demonstrated expertise in leading and managing technical teams. <ul style="list-style-type: none"> <li>• Strong knowledge of network and infrastructure technologies, including LAN/WAN, routing, switching, firewall, VPN, server virtualization, storage, and cloud computing.</li> <li>• Hands-on experience with network and infrastructure hardware and software from leading vendors such as Cisco, Juniper, VMware, Dell EMC, and Microsoft.</li> <li>• Proven experience in network and infrastructure security, including firewalls, intrusion detection/prevention systems, vulnerability management, and compliance.</li> <li>• Excellent leadership, communication, and interpersonal skills, with the ability to effectively collaborate with cross-functional teams and communicate technical concepts to non-technical stakeholders.</li> </ul>

S. NO	POST	QUALIFICATION AND EXPERIENCE
		<ul style="list-style-type: none"> <li>• Strong strategic planning, problem-solving, and decision-making skills, with the ability to prioritize and manage multiple projects and initiatives.</li> <li>• Relevant certifications such as CCNP, CCIE, CISSP, ITIL, or PMP are preferred.</li> </ul> <p><b>Note:</b> The post must be read as <b>Senior Manager</b> instead of <b>Manager</b> as advertised in national newspapers.</p>
2.	<b>Senior Manager</b> - Information System	<p><b>Qualification:</b> Candidate must possess a B.S/M.S Degree in Information Technology, Computer Science, or a related field from an HEC-recognized University.</p> <p><b>Experience:</b> Minimum of 12 years of experience in IT leadership roles, with a proven track record of managing complex information systems and implementing technology projects.</p> <ul style="list-style-type: none"> <li>• Proven experience (typically 5+ years) in managing PeopleSoft Campus Management System or similar ERP systems in an educational institution.</li> <li>• Strong technical expertise in system administration, cybersecurity, and enterprise applications.</li> <li>• Demonstrated experience leading and developing high-performing teams, fostering collaboration, and driving results in a dynamic environment.</li> <li>• Excellent communication, interpersonal, and stakeholder management skills, with the ability to influence and engage with diverse audiences.</li> <li>• Strategic mindset focusing on innovation, continuous improvement, and delivering business value through technology.</li> <li>• Preferred certifications such as PMP, ITIL, or AZURE/AWS Certified Solutions Architect.</li> </ul> <p><b>Note:</b> The post must be read as <b>Senior Manager</b> instead of <b>Manager</b> as advertised in national newspapers.</p>
3.	<b>Manager</b> - Information Security	<p><b>Qualification:</b> Candidate must possess a B.S/M.S Degree in Information Technology, Computer Science, or a related field from an HEC-recognized University.</p> <p><b>Experience:</b> Minimum of 10 years of experience in the IT field.</p> <ul style="list-style-type: none"> <li>• Responsible for overseeing an organization's information security, developing, implementing, and managing the organization's information security policies, procedures, and controls to protect the confidentiality, integrity, and availability of its information assets.</li> <li>• Specifically, responsible for managing a team of information security professionals, conducting risk assessments, implementing security controls and technologies, managing security incidents, delivering security awareness training, and ensuring compliance with regulatory requirements and industry best practices.</li> <li>• Manager I.S must stay up-to-date on emerging threats and technologies, and make recommendations to senior management for improving the organization's security posture.</li> </ul>
4.	<b>Manager</b> - ERP Functional	<p><b>Qualification:</b> BS/MS degree in ERP/ Information Technology/ Computer Science/ MBA or related field from an HEC-recognized institution.</p> <p><b>Experience:</b> 5+ years of experience in Dynamics ERP implementation and management, with expertise in Microsoft Dynamics 365 Finance and Operations, Dynamics AX, or similar ERP platforms.</p> <ul style="list-style-type: none"> <li>• Strong knowledge of ERP concepts, modules, and functionalities, including finance, supply chain, manufacturing, and human resources.</li> <li>• Experience with Dynamics ERP configuration, customization, and integrations.</li> <li>• Proven experience leading ERP implementation projects, managing functional teams, and delivering projects on time.</li> <li>• Excellent communication, leadership, and interpersonal skills, with the ability to effectively collaborate with stakeholders at all levels of the organization.</li> <li>• Strong analytical and problem-solving skills, with the ability to identify business requirements, analyze complex issues, and develop effective solutions.</li> <li>• Relevant certifications such as Microsoft Certified: Dynamics 365 Finance and Operations Functional Consultant Associate or similar are preferred.</li> </ul>
5.	<b>Program Manager CMS</b>	<p><b>Qualification:</b> Candidate must possess a BS/MS Degree in Information Technology, Computer Science, or a related field from an HEC-recognized University.</p> <p><b>Experience:</b> Minimum of 05 years of experience with PeopleSoft CMS ERP implementations and system integrations.</p> <ul style="list-style-type: none"> <li>• Extensive Techno-Functional knowledge of PeopleSoft Campus Solutions modules, architecture, and best practices, with hands-on experience in system configuration and administration.</li> <li>• Proven experience (typically 5+ years) in managing PeopleSoft Campus Management System or similar ERP systems in an educational institution.</li> <li>• Strong project management skills, including the ability to develop project plans, manage resources, mitigate risks, and deliver results in a fast-paced environment.</li> <li>• Excellent communication, interpersonal, and leadership skills, with the ability to collaborate effectively with diverse stakeholders and build consensus around project objectives.</li> <li>• Experience working in a higher education environment and familiarity with academic business processes, student lifecycle management, and regulatory requirements.</li> </ul>

S. NO	POST	QUALIFICATION AND EXPERIENCE
6.	<b>Senior Network Engineer</b>	<p><b>Qualification:</b> BS/MS degree in Information Technology, Computer Science, or a related field from an HEC-recognized institution.</p> <p><b>Experience:</b> 5+ years of experience in network engineering or a related role, with demonstrated expertise in designing, implementing, and managing enterprise network infrastructure.</p> <ul style="list-style-type: none"> <li>• Strong knowledge of networking protocols and technologies, including TCP/IP, DNS, DHCP, BGP, OSPF, VLANs, MPLS, and QoS.</li> <li>• Hands-on experience with network hardware and software from leading vendors such as Cisco, Juniper, Palo Alto, and Fortinet.</li> <li>• Proven experience with network security concepts, practices, and tools, including firewalls, intrusion detection/prevention systems, and VPNs.</li> <li>• Excellent troubleshooting skills and the ability to analyze and resolve complex network issues promptly.</li> <li>• Strong communication and interpersonal skills, with the ability to effectively collaborate with cross-functional teams and communicate technical concepts to non-technical stakeholders.</li> <li>• Relevant Certifications such as CCNP, CCIE, JNCIP, or equivalent are preferred.</li> <li>• Experience with cloud networking, SD-WAN, and software-defined networking (SDN) technologies is a plus.</li> </ul>
7.	<b>Lead Software Architect</b>	<p><b>Qualification:</b> BS/MS degree in Information Technology, Software Engineering, Computer Science, or related field from an HEC-recognized institution.</p> <p><b>Experience:</b> 4+ years of experience as a team lead and able to architect applications and 5+ years of experience in .NET Technologies including but not limited to ASP.NET MVC 5 or higher, NET Core 5 or higher Web API, C#, SQL Server.</p> <ul style="list-style-type: none"> <li>• Development experience with programming languages</li> <li>• SQL database or relational database skills</li> <li>• Must have strong concepts of Object-oriented programming.</li> <li>• Experience working on JavaScript, Ajax, JSON, HTML5, CSS, Bootstrap.</li> <li>• Experience on Entity Framework, LINQ.</li> <li>• Experience with version control systems.</li> <li>• Familiarity with various designs and architectural patterns will be a plus.</li> <li>• Proven track level in business domain &amp; technical conversation.</li> </ul>
8.	<b>Software Engineer</b>	<p><b>Qualification:</b> BS/MS degree in Information Technology, Software Engineering, Computer Science, or related field from an HEC-recognized institution.</p> <p><b>Experience:</b> 3+ years of experience in .NET Technologies including but not limited to ASP.NET MVC 5 or higher, Web API, C#, SQL Server.</p> <ul style="list-style-type: none"> <li>• The candidate will be responsible for the development of new projects and maintenance of existing projects on ASP.NET MVC, and .NET Core platform.</li> <li>• Develop quality software and web applications.</li> <li>• Analyze and maintain existing software applications.</li> <li>• Design highly scalable, testable code.</li> <li>• Discover and fix programming bugs.</li> <li>• SQL database or relational database skills</li> <li>• Must have strong concepts of Object-oriented programming.</li> <li>• Experience working on JavaScript, Ajax, JSON, HTML5, CSS, Bootstrap.</li> <li>• Experience on Entity Framework, LINQ.</li> <li>• Experience with version control systems.</li> </ul>
HUMAN RESOURCE DIRECTORATE & ADMINISTRATION		
S. NO	POST	QUALIFICATION AND EXPERIENCE
1.	<b>Assistant Manager H.R</b> - Attendance Section	<p><b>Qualification:</b> The applicant must possess a Master's degree in the relevant field from an HEC-recognized institution.</p> <p><b>Experience:</b> Minimum 06 years' experience in Human Resources in a well-reputed institution out of which at least 01 year of working experience in the same capacity is required in a Public sector university, preferably in healthcare.</p>
2.	<b>Assistant Manager H.R</b> - Healthcare	<p><b>Qualification:</b> The applicant must possess a Master's degree in the relevant field from an HEC-recognized institution.</p> <p><b>Experience:</b> Minimum 06 years' experience in Human Resources in a well-reputed institution out of which at least 01 year is required in a Public sector university, preferably in the healthcare sector.</p>
3.	<b>Assistant Manager H.R</b> - Talent Acquisition	<p><b>Qualification:</b> The applicant must possess a Master's degree in the relevant field from an HEC-recognized institution.</p> <p><b>Experience:</b> Minimum 06 years' experience in Human Resources in a well-reputed institution/healthcare sector out of which at least 01 year of recruitment experience in the same capacity is required in a Public sector university, preferably in the healthcare sector.</p>
4.	<b>Assistant Manager H.R</b> - Organizational & Development	<p><b>Qualification:</b> The applicant must possess a Master's degree in the relevant field from an HEC-recognized institution.</p> <p><b>Experience:</b> Candidate must have a minimum of 06 years' experience in Human Resources in a well-reputed institution/healthcare sector out of which at least 01 year with a focus on performance management, learning/development, and organizational development experience in a Public sector university/healthcare sector.</p>

S. NO	POST	QUALIFICATION AND EXPERIENCE
5.	<b>H.R Officer</b> - Operations	<b>Qualification:</b> The applicant must possess a Bachelor's / Master's from an HEC-recognized institution. <b>Experience:</b> The candidate must have 03 years of experience, out of which 01-year experience must be in H.R operations in a Public sector university/healthcare sector.
6.	<b>H.R Officer</b> - Insurance	<b>Qualification:</b> The applicant must possess a Bachelor's degree from an HEC-recognized institution. <b>Experience:</b> The candidate must have 03 years of experience, out of which 01-year experience in the same capacity in the Public sector university/healthcare will be an added advantage.
7.	<b>H.R Officer</b> - Recruitment	<b>Qualification:</b> The applicant must possess a Bachelor's / Master's degree in the relevant field from an HEC-recognized institution. <b>Experience:</b> Candidate must have a total of 03 years of working experience in a reputable institute/company out of which at least 02 years of working experience in Human Resources/recruitment experience in the same capacity/role in a Public sector university, preferably in healthcare.
8.	<b>Medical Insurance Liaison Officer</b>	<b>Qualification:</b> The applicant must possess an MBBS degree from an HEC-recognized institution. <b>Experience:</b> The candidate must have a total of 06 years of experience working experience, out of which at least 02 years of working experience in the Medical Insurance Department of a Public sector university, preferably in healthcare.
9.	<b>Legal Associate</b>	<b>Qualification:</b> The applicant must possess a Bachelor's with LLB. <b>Experience:</b> Candidate must have a total of 03 years of experience working experience, out of which at least 01 year of working experience in the same capacity/role in a Public sector university, preferably in healthcare.
10.	<b>Legal Counsel</b>	<b>Qualification:</b> The applicant must possess a Bachelor's with LLB from an HEC-recognized institution. <b>Experience:</b> The candidate must have a total of 05 years of experience working experience, out of which at least 01 year of working experience in the Public sector university legal department, preferably in healthcare.

**The application form must also be filled out online at [www.duhs.edu.pk](http://www.duhs.edu.pk).**

- Only Sindh domiciled are eligible.**
- Please clearly mention the name of the post and Specialty on the right top of the envelope.
- Having relevant international qualifications will be given preference.
- Applicants should send their applications along with 01 photograph, and one set of attested photocopies of relevant documents (qualifications, experiences, publications, Domicile & CNIC) in a sealed envelope, with three current referral letters and brief curriculum vitae.
- Applicants currently in Government service or public sector High Education Institutions should apply through the proper channel, **(With a copy of N.O.C).**
- Incomplete Applications in any manner Will Not Be Entertained.
- All Information Will be Kept Confidential.
- In case of a larger number of candidates for any post, a Pre-Interview Test (MCQs) will be held to shortlist the Candidates.
- Dow University of Health Sciences Reserves the right to cancel any OR all applications.
- Only short-listed candidates will be called for an interview.
- Age relaxation is subject to the approval of the Selection Board.
- No TA/DA will be admissible.
- All documents and experiences will be verified, & any subsequent false or misleading document will result in disqualification from the process/removal from service.
- Every application must carry a pay order of **Rs.1500/- (Non-refundable) in favor of Dow University of Health Sciences, Karachi.**

**Job applications received on and before 27-04-2024 will only be considered.  
The application should be sent only through courier to the following postal address given.**

**Note: Applications submitted in person or without filling out the online form will NOT be accepted**

**POSTAL ADDRESS**

Director Human Resources,  
Dow University of Health Sciences,  
Human Resource Directorate, Admin Block, 4<sup>th</sup> Floor  
Baba-e-Urdu Road Karachi, Pakistan.