



AROR UNIVERSITY OF ART, ARCHITECTURE, DESIGN & HERITAGE SUKKUR, SINDH

Directorate of Human Resources

CAREER OPPORTUNITIES

Aror University invites applications purely on open merit Project basis on the HEC funded project titled "Immediate Needs of Artistic Innovation and Technology Integration at Aror University of Art, Architecture, Design and Heritage Sindh" from dynamic, qualified and result-oriented candidates for the following positions:

S.No	Name of the Post & Pay Scale	Academic / Professional Credential Requirements	Job Description
1	Project Coordinator (PPS-09) Max age :50Y	<ul style="list-style-type: none"> • Master's Degree in Project Management / Civil Engineering (18 years) from PEC/HEC recognized degree awarding institute/university with minimum 10 years of proven experience in project coordination or management. Project Planning and Execution of Annual Development Programme (ADP), Public Sector Development Programme (PSDP) and Foreign Aided Projects Experience in any Government/Semi-government/Autonomous/ HEIs will be given preference. • Strong organizational and time management skills, with the ability to prioritize and manage multiple tasks simultaneously. • Excellent communication and interpersonal skills, with the ability to work effectively with diverse stakeholders. • Proficiency in project management tools and software i.e Primavera, MS Projects, PMES, iPas, etc. • Knowledge of the Higher Education Commission (HEC) Islamabad's and Planning Commission's guidelines and procedures would be advantageous. • Ability to work independently and as part of a team, demonstrating flexibility and adaptability. <p>Other Requirements:</p> <ul style="list-style-type: none"> • S/He must be "Certified Project Director of PSDP Funded Projects" from a public sector training institution. • S/He should have proven managerial capabilities and leadership skills set. • S/He should be well versed with implementation / execution of Public Sector Development Programme (PSDP) Projects and Annual Development Programme (ADP) Projects and PC-I Projects sponsored by Government. • S/He must be well versed with Sindh PPRA and PPRA rules and regulations for project procurements. 	<ul style="list-style-type: none"> • Developing and maintaining project plans, schedules, and budgets. • Coordinating project activities, ensuring they are executed in a timely and efficient manner. • Monitoring project progress and providing regular reports to stakeholders. • Collaborating with internal and external stakeholders to ensure effective communication and coordination. • Facilitating meetings as required. • Managing project documentation, including contracts, reports, and other relevant materials. • Identifying and addressing project risks and issues and proposing appropriate solutions. • Supporting the project team in achieving project deliverables and objectives.
2	Assistant Project Manager – Civil (PPS – 07) Max age :45Y	<ul style="list-style-type: none"> • B.E / BSC in Civil Engineering (16 years) 1st class from PEC/HEC recognized degree awarding institute/university with 03 years of proven experience in project coordination or management. Project Execution of Annual Development Program (ADP), Public Sector Development Program (PSDP) and Foreign Aided Projects Experience in any Government/Semi-government/Autonomous/ HEIs will be given preference. • Strong organizational and time management skills, with the ability to prioritize and manage multiple tasks simultaneously. • Excellent communication and interpersonal skills, with the ability to work effectively with diverse stakeholders. • Proficiency in project management tools and software i.e Primavera, MS Projects, PMES, iPas, etc. • Knowledge of the Higher Education Commission (HEC) Islamabad's and Planning Commission's guidelines and procedures would be advantageous. • Ability to work independently and as part of a team, demonstrating flexibility and adaptability. • Well familiar to SPPRA, PPRA, SSOR, Market Quality materials/ equipment etc. 	<ul style="list-style-type: none"> • Coordinating / execute project activities (Construction), ensuring they are executed in a timely and efficient manner. • Monitoring project progress and providing regular reports to Project Coordinator / Manager. • Facilitating meetings as required. • Managing project documentation, including contracts, reports, and other relevant materials. • Identifying and addressing project risks and issues and proposing appropriate solutions to Project Coordinator / Manager. • Supporting the project team in achieving project deliverables and objectives. • Process the MB's and bills of the contractors.
3	Sub Engineer – Civil (PPS – 06) Max age :45Y	<ul style="list-style-type: none"> • B.E / DAE in Civil Engineering 1st class from PEC/HEC recognized degree awarding institute/university with 02 years of proven experience in Annual Development Programme (ADP), Public Sector Development Programme (PSDP) and Foreign Aided Projects, in any Government/Semi-government/Autonomous/ HEIs will be given preference. • Strong organizational and time management skills, with the ability to prioritize and manage multiple tasks simultaneously. • Excellent communication and interpersonal skills, with the ability to work effectively with diverse stakeholders. • Proficiency in project management tools and software i.e Primavera, MS Projects, PMES, iPas, etc. • Knowledge of the Higher Education Commission (HEC) Islamabad's and Planning Commission's guidelines and procedures would be advantageous. • Ability to work independently and as part of a team, demonstrating flexibility and adaptability. • Well familiar to SPPRA, PPRA, SSOR, Market Quality materials/ equipment etc. 	<ul style="list-style-type: none"> • Coordinating / execute project activities (Construction), ensuring they are executed in a timely and efficient manner. • Monitoring project progress and providing regular reports to Assistant Project Manager. • Facilitating meetings as required. • Managing project documentation, including contracts, reports, and other relevant materials. • Identifying and addressing project risks and issues and proposing appropriate solutions to Assistant Project Manager. • Supporting the project team in achieving project deliverables and objectives.

Instructions:

- Applications should include an application form (to be downloaded from website www.aror.edu.pk) detailed resume, two latest photographs, duly attested photocopies of certificates/degrees, names and contact details of two professional referees (not relative), equivalence of qualification by HEC (in case of foreign degree), along with payment of PKR 3000/- through Bank Cheque/Demand Draft (non-refundable) in favor of Aror University of Art, Architecture, Design and Heritage Sukkur.
- Candidates already serving in Government/Semi-Government/Autonomous bodies should apply through proper channel with NOC from their employer and submit the same along with the application.
- Incomplete applications or applications received after the last date will not be entertained.
- No relaxation in qualification and experience will be given.
- Only eligible/shortlisted candidates shall be called for test/interview. No TA/DA will be paid.
- Canvassing or influencing any staff of the University will disqualify the candidate. The University reserves the right to cancel the advertised post.
- Applications must reach the Office of the Director, Human Resources on or before April 15, 2026 before 05:00 PM via registered postal/courier service.

(Director Human Resources)

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