



# DHA SUFFA UNIVERSITY

## ***Officer & Non-Teaching Staff Required***



DHA Suffa University, Phase VII (Ext.) DHA Karachi, invites applications for the Officer & Non-Teaching Staff (NTS) positions.

### **Deputy Controller of Examinations**

#### **Qualification and Experience Requirement**

- Masters degree from a renowned HEC recognized university/institute with 7 years of relevant experience in a renowned HEC recognized university/institute.

OR

- BA/BBA/BSc/BA/LLB/Equivalent from an HEC recognized university with 10 years of relevant experience in a renowned HEC recognized university/institute.

### **Examination Supervisor**

#### **Qualification and Experience Requirement**

- BSc/BA/BCom/BBA or equivalent.
- 10 years of relevant experience in an HEC recognized university/institute.
- Typing speed minimum 45 words per minute.
- Excellent Knowledge of IT and proficiency in MS Office (Word, PowerPoint, Excel).

- DSU is an equal opportunity employer.
- **Documents Required:** Copies of CNIC, Degrees / Marks Sheets (Matric to Highest Degree), Experience Certificates.
- Application Form (Downloadable from DSU Website)  
<http://www.dsu.edu.pk/career/>
- Only Hard Copy applications will be entertained.
- Last date to apply **Monday, 9<sup>th</sup> March 2026.**

#### **Registrar, DHA Suffa University**

Off Khayaban-e-Tufail, Ph-VII (Ext), DHA, Karachi

Tel: 021-35244857 & 35244853-54 (Ext: 181), Website: [www.dsu.edu.pk](http://www.dsu.edu.pk)