



**PIR MEHR ALI SHAH
ARID AGRICULTURE UNIVERSITY RAWALPINDI**

MANAGEMENT TRAINEES REQUIRED

Management Trainees (10) are required initially for a period of six (6) months extendable on satisfactory performance maximum up to three years having sixteen (16) years of education (with first division).

OBJECTIVES:

1. To attract and retain the best available young talent in the University in areas like Management, Finance, Planning and Examinations.
2. Gain Knowledge and experience required for appointment to Management positions under direction of experienced personnel by performing the following duties.
3. Receive training and perform duties in several departments such as Management, Finance, Planning, Examinations, I.T and Teaching Departments.
4. Learn line and staff functions, operations, management viewpoints and University Policies.
5. Observe experienced workers to acquire knowledge of methods, procedures and standards required for performance of departmental duties.
6. Receive training in function and operations of related department to facilitate subsequent transferability between departments and to provide greater promotional opportunities.

STIPEND

Stipend will be negotiable, under the rules.

HOW TO APPLY

1. Application Forms can be downloaded from University website (www.uar.edu.pk/downloads.php).
2. The applications complete in all respects alongwith detailed CV, including attested copies of the degrees/certificates, CNIC, recent Passport size photographs and the certificate of experience (if any) to the Office of Registrar by **October 17, 2019**.
3. The University reserves the rights:
 - i. Not to appoint any candidate without assigning any reason.
 - ii. To short list the candidates on the basis of academic qualification/test/interview as may be prescribed by the University.
 - iii. To increase or decrease the number of Trainees as per requirement and availability of funds.

Registrar
Ph: 051-9292122
www.uar.edu.pk