



# North Western University

Committed to World Class Education

236, M. A. Bari Road, Sonadanga, Khulna-9100. Phone : PABX: +88 02477726064, 02477726066  
Cell : 01755-226611, 01970-226611, Fax: +88 02477-722744, Email: info@nwu.ac.bd Web: www.nwu.ac.bd

Ref :

Office of the Registrar

Date : 19 December, 2025

## Job Announcement

Applications are invited from qualified candidates for immediate appointment in the following positions:

Sl.	Position	Office/ Department
01.	Professor	CSE/EEE/Civil Engineering – (1)
02.	Lecturer	Civil Engg. (2), CSE (2), EEE (2) Law (2) & Public Health (1)
03.	Registrar	Office of the Registrar
04.	Controller of Examinations	Office of the Controller of Examinations
05.	Director (Finance & Accounts)	Office of the Finance & Account
06.	Section Officer	Office of the Registrar (1)
07.	Officer (Grade-II/III)	Office of the Registrar (3)
08.	Programmer/Asst. Programmer	Office of the Registrar (1)

Sl.	Position	Initial Gross Salary
01.	Professor	Salary Negotiable
02.	Lecturer	Taka 30,375 Only per month
	Lecturer-Public Health	Taka 30,375 Only per month or Salary negotiable for a better candidate
03.	Registrar	Salary Negotiable
04.	Controller of Examinations	Salary Negotiable
05.	Director (Finance & Accounts)	Salary Negotiable
06.	Section Officer	Taka 26,750 Only per month
07.	Officer (Grade-II/III)	Taka 23,850/20,950 Only per month
08.	Programmer/Asst. Programmer	Taka 23,850/20,950 Only per month

### Mandatory Requirements: Sl. No - (03 to 08)

1. Computer Literacy in MS Windows, MS Word (both Bangla and English Typing), Excel, Power Point, Data Processing and Internet Browsing are mandatory.
2. Applicants must be able to communicate clearly both in written and oral, as to communicate with Administration.
3. He/ She must have Dynamic Personality and High Level of Understanding about Organizational Life.
4. He/ She must be Attentive Listener, able to follow instructions, responsive to management directions and must be able to improve performance through management feedback.
5. He/ She must have ability to take dictations from the Reporting Authority.

### Academic & Professional Qualification:

#### 01. Professor:

Educational Qualifications	Engineering	PhD in the relevant field from a recognized University/Institution. Minimum CGPA 4.00 out of 5.00 in both SSC and HSC and CGPA 3.40 out of 4.00 in both BSc and MSc Engineering or equivalent degree.
Experience	Engineering	12 years active teaching experience at university level of which at least 4 years as an Associate Professor
Publications	Science/Engineering	At least 12 in standard peer-reviewed/referred journals out of which at least 6 as Associate Professor and 3 out of 12 must be published as a 1st/corresponding author with 2 in indexed/impact factor journal.



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## **02. Lecturer:**

Date :

Educational Qualifications	General	4-year Honors with Master degree in the relevant field or 3-year Honors with 2 years Master degree from a recognized University/Institution. Minimum CGPA 4.00 out of 5.00 in both SSC and HSC and CGPA 3.50 out of 4.00 in both Honors and Master degree. Candidate having MPhil or PhD degree will be given priority.
	Engineering	BSc Engineering or equivalent degree in the relevant field from a recognized University/Institution. Minimum CGPA 4.00 out of 5.00 in both SSC and HSC and CGPA 3.40 out of 4.00 in BSc Engineering or equivalent degree. Candidate having MSc Eng/MEng or PhD degree will be given priority.
	Public Health	MBBS/BDS/ Master of Public Health or Equivalent degree in the relevant field from a recognized University/Institution.
Experience	General	Not Applicable.
	Engineering	Not Applicable.
Publications	General	Not Applicable.
	Engineering	Not Applicable.

## **03. Registrar:**

The candidates must have a Master degree in any subject/discipline from a reputed University with at least 2<sup>nd</sup> Division/Class/equivalent at all level of education. Candidate with M. Phill/Ph.D. degree will be preferred. The candidate must have administrative/similar experience of 15 (fifteen) years with at least 05 (five) years as Deputy Registrar/equivalent positions in any university/equivalent educational institution. Candidates need strong oral and written communication skills in English and Bengali, knowledge of university rules and policies, and proficiency with computer skills like Microsoft Office and online office management systems.

## **04. Controller of Examinations:**

The candidates must have a Master degree in any subject/discipline from a reputed University with at least 2<sup>nd</sup> Division/Class/equivalent at all level of education. Candidate with M. Phill/Ph.D. degree will be preferred. The candidate must have administrative/similar experience of 15 (fifteen) years with at least 05 (five) years as Deputy Controller of Examinations/equivalent positions in any university/equivalent educational institution 15 (fifteen) years of teaching experience in a reputed education institute. Excellent communication and leadership skills are necessary. A solid understanding of data protection and confidentiality is essential.

## **05. Director (Finance & Accounts):**

The candidates must have a Bachelor Degree in Accounting or Finance along with a Master Degree from any recognized University with at least 2<sup>nd</sup> Division/Class/equivalent at all level of education and at least 10 (ten) years' experience in the Finance/Budget/Accounts Division of any recognized organization of which at least 05 (five) years as a Deputy Director (F & A). Experience in private university is preferable and also Academic Affairs/CA-CC will be considered as additional Qualification.



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## **06. Section Officer:**

Date :

The candidates must have a Master degree from any recognized University with at least 2<sup>nd</sup> Division/Class/equivalent at all level of education and at least 2 (two) years working experience in Administration or its equivalent. Working experience on academic affairs in education institutions will be considered as additional qualification and experience may be relaxed for exceptional candidates. The candidates' age will be maximum 35 years at the of the application.

## **07. Officer (Grade-II/III):**

The candidates must have a Master degree from any recognized University with at least 2<sup>nd</sup> Division/Class/equivalent at all level of education. Working experience on academic affairs in education institutions will be considered as additional qualification and experience may be relaxed for exceptional candidates. The candidates' age will be maximum 32 years at the of the application. . The age may be relaxed for the experienced candidate.

## **08. Programmer/Asst. Programmer:**

The candidates must have a Bachelor's degree in Computer Science, Software Engineering, IT, or a related technical field from any recognized University with at least 2<sup>nd</sup> Division/Class/equivalent at all level of education. Working experience for relevant field is preferable. The candidates' age will be maximum 32 years at the of the application. The age may be relaxed for the experienced candidate.

### **Attention:**

1. Applicants are advised to download the prescribed CV from NWU website and send a Soft Copy of with the application in MS Word Format to the following email address: [registrar.nwu@gmail.com](mailto:registrar.nwu@gmail.com)
2. Two copies of Passport-size Photographs and attested copies of all Certificates, Testimonials, Experience Certificates and National ID card must be Attached.
3. Applications with CV addressed to the Registrar must reach the Office of the undersigned on or before 03.00 pm 01 January 2026. The name of the post must be mentioned on the top of the envelope.
4. A Bank draft/ Pay Order unreturnable worth Tk. 500 (Five hundred) only for the post of Professor, Registrar, Controller of Examinations, Director (F & A) &), Tk.300 (Three hundred) only for the post of Lecturer & Tk.200 (Two hundred) only for the Section Officer, Officer (Grade-II/III) & Programmer/Asst. Programmer drawn in favor of North Western University must be attached.
5. No TA / DA are admissible for attending the Selection Board.
6. Any incomplete /defective application will be considered invalid.
7. Only short-listed candidates will be called for interview. (Written/Viva Voce)
8. Any candidate can apply for more than one position.
9. North Western University reserves the right to accept or reject any application, increase or decrease any post or take any decision for recruitment.

**Note: Details of Salary & Benefits, Academic Qualifications and Professional Experiences for the above-mentioned Positions are available at the Website and the Facebook Page of North Western University.**

Website: [www.nwu.ac.bd](http://www.nwu.ac.bd) Facebook Page: [www.facebook.com/nwu.ac.bd](https://www.facebook.com/nwu.ac.bd) Link: [career.nwu.ac.bd](https://career.nwu.ac.bd)

Sd/-

Registrar

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