



North Western University

Committed to World Class Education

Office of the Registrar

26 July 2022

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

Sl.	Positions	Offices/ Departments/No. of Posts
01.	Professor	CSE (1), EEE (1), Civil Eng. (1), Law (1) and English Language & Literature (1)
02.	Associate Professor	Business Administration (1)
03.	Director (F &A)	Finance & Accounts (1)
04.	Assistant Electrician	Office of the Registrar (1)

Salary and Benefits: As Per Policy

Sl.	Positions	Initial Gross Salary
01.	Professor	Taka 79,500 only per month
02.	Associate Professor	Taka 67,900 only per month
03.	Director (F &A)	Taka 57,750 only per month
04.	Assistant Electrician	Taka 12,500 only per month

Mandatory Requirements for Positions Sl No 01 to 03

1. CGPA less than 2.5/ 3rd Division at any level shall not be eligible for any position.
2. Computer Literacy in MS Windows, MS Word (both Bangla and English Typing), Excel, Power Point, Data Processing and Internet Browsing are mandatory.
3. Applicants must be able to communicate clearly both in written and oral, as to communicate with Administration.
4. He/ She must have Dynamic Personality and High Level of Understanding about Organizational Life.
5. He/ She must be Attentive Listener, able to follow instructions, responsive to management directions and must be able to improve performance through management feedback.
6. He/ She must have ability to take dictations from the Reporting Authority.

Academic & Professional Qualification:

01. Professor:

Ph.D. in the relevant field from a reputed university and minimum 12 years active teaching experience at the university level of which at least five years as an Associate Professor.

Publications: For the Faculty of Science and Technology: Minimum fifteen articles in standard reviewed Journals. At least five articles should be published during the last five years.

Publications: For the Faculties of Arts & Human Science: Minimum ten articles in standard reviewed Journals. At least four articles should be published during the last five years.

02. Associate Professor:

Ph.D. in the relevant field from a reputed university and minimum five years active teaching experience at the university level of which at least four years as an Assistant Professor required.

Publications: For the Faculties of Business Studies: Minimum five articles in standard reviewed Journals. At least three articles should be published during the last four years.

03. Director (Finance & Accounts):

The candidates must have a Bachelor Degree in Accounting or Finance along with a Master Degree from any recognized University 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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04. Assistant Electrician:

The candidate should have at least S.S.C. or equivalent from any recognized education board with successful trade course of six months in related technology and at least 3 (three) years' experience in related works in any recognized organization.

Or

Class Eight pass plus a successful trade course of one year related technology and at least 5 (five) years' experience in related works in any recognized organization.

Attention:

1. All Applicants (without Assistant Electrician) are advised to send the Soft Copy of their CVs in MS Word Format to the following email address(except Assistant Electrician Applicants) :
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 submitted.
3. Applications with CV addressed to the Registrar must reach the Office of the undersigned on or before 03.00 PM 18 August 2022. The name of the Post must be mentioned on the top of the Envelope.
4. A Bank draft/ Pay Order drawn in favor of North Western University must be attached.
 - i. Professor, Associate Professor and Director (F &A) Taka 500 (Five Hundred) only.
 - ii. Assistant Electrician: Taka 100 (One Hundred) only.
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.
8. Any candidate can apply for more than one position.
9. North Western University reserves the right to accept or reject any application.

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.edu.bd Facebook Page: www.facebook.com/nwu.edu.bd

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Registrar
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