



GAJJU KHAN MEDICAL COLLEGE

SWABI, KHYBER PAKHTUNKHWA

Phone No. +92-938-280414, e-mail: hr@bkmcs.edu.pk, website: www.gkmcs.edu.pk



Situations Vacant

Applications are invited from candidates for the following positions at Medical Teaching Institution Gajju Khan Medical College/ Bacha Khan Medical Complex Swabi.

Sr.	Nomenclature	Eligibility Criteria / Qualification
01	<u>Professor</u> <u>Basic / Clinical Sciences</u> Community Medicine	As per PM&DC 2018 Criteria (available on www.gkmcs.edu.pk) The candidate must have PM&DC eligibility for the required position.
	<u>Associate Professor</u> <u>Basic Sciences</u> Anatomy & Community Medicine	
02	<u>Assistant Professor</u> <u>Clinical Sciences</u> Vascular Surgery	
03	<u>Manager Admin and SAS</u>	<u>Qualification:</u> MA/MSC Qualification at least 2 nd division from HEC recognized University. <u>Experience:</u> 05 years of experience as Admin officer in a reputed Government / public / private organization. <u>Preference:</u> Preference will be given to candidates who are well versed with administrative/ Student affairs/ Rules and Regulations of PM&DC & KMU/HEC.
04	<u>PA to Dean</u>	<u>Qualification:</u> Master degree (16 years education) from HEC recognized university. <u>Experience:</u> 05 years of experience as PA to Dean/Hospital Director/Medical Director or Vice Chancellor in public / private sector Medical College / University.

TERMS AND CONDITIONS:

1. Application form along with a cover letter, CV/Resume attested educational testimonial, CNIC, and Experience Certificates/ should be addressed to the **MANAGER HUMAN RESOURCE**. The required documents should reach the **HUMAN RESOURCES DEPARTMENT BACHA KHAN MEDICAL COMPLEX SHAHMANSOOR Swabi** by **05th December 2025**.
2. Application must be in a sealed envelope, with the position applied for, clearly written shall be sent through Courier.
3. Applications must be sent in a sealed envelope through courier, clearly mentioning the position applied for on the envelope. By-hand submissions will not be accepted. Incomplete applications or those without the required bank deposit slip will be rejected.
4. Job specifications and application forms are available on www.gkmcs.edu.pk. The applicant must submit three references along with the application form, which is annexed to the

document (For faculty positions only). Any documents received after the deadline will not be accepted, nor will there be an option to replace or modify them.

5. Any attempt to approach or influence the selection committee will automatically disqualify the applicant; the decision of the selection committee will be final, subject to the approval by the Board of Governors. Only shortlisted candidates will be called for test/interview. After a final decision no correspondence regarding the process will be entertained.
6. Candidates applying for more than one position must submit separate applications and bank deposit slips.
7. MTI Swabi reserves the right to increase, decrease, or cancel any advertised position without prior notice.
8. Regulations for the appointment of Professors, Associate Professors, Assistant Professors and Senior Registrar (Pakistan Medical & Dental Council Regulations-2018) are available on the website.
9. Employees currently in service must apply through the proper channel. Upon selection, they will need to resign from their existing position.
10. Recruitment will be conducted transparently and strictly on merit.
11. Selected clinical faculty must do IBPP. Private practice outside the hospital will not be allowed after selection.
12. Selected candidates will be governed by the Khyber Pakhtunkhwa Medical Teaching Institutions Reform Act 2015 (as amended) and its associated rules and regulations.
13. Only shortlisted candidates will be called for the test/interview. Candidates must present original documents at the time of the interview.
14. This job advertisement may be treated as running job "Advertisement" for sr. no 01 and 02 for the period of one year or till filling of the vacancies.
15. No TA/DA will be provided for the test/interview. Once the application is submitted, no further correspondence regarding the selection process will be entertained.
16. A candidate may be disqualified or excluded from the interview if: convicted by a court of law, dismissed from previous service, furnishes false information, uses improper means to secure the position, submits forged documents or tampers with records, or misbehaves during the interview.
17. A non-refundable processing fee of Rs. 3000/- for sr. 01 and 03 and Rs. 1500/- for sr. 04 must be deposited into the specified bank account (details provided below). The original deposit slip must be attached to the application form, and a photocopy retained for personal records. Cheques or pay orders will not be accepted.
18. Salary for selected candidates will commence only after the verification of educational and experience documents. Verification fees will be borne by the selected candidate.
19. MTI-GKMC, Swabi is an equal-opportunity employer with gender equality and Non-Discrimination. Furthermore MTI-GKMC/BKMC is observing minority & disability quota.

Account Title: Dean MTI GKMC Swabi
Bank of Khyber, Swabi (Branch Code # 5202)
Account No: 3003685542
IBAN: PK45KHYB5202003003685542
Branch Name: IBB BKMC Swabi

MANAGER HUMAN RESOURCE
Medical Teaching Institution Bacha Khan Medical Complex/ Gajju Khan Medical College
Shahmansoor Swabi.

PH:0938-280414, WEBSITE: www.gkmcs.edu.pk , EMAIL: hr@bkmc.edu.pk

SAY NO TO CORRUPTION