



Bahria University Library Islamabad

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Bahria University
Discovering Knowledge

VACANCY ANNOUNCEMENT

Equal Opportunity Employer

Bahria University invites applications from suitable candidates for the following positions at Bahria University Head Office Islamabad.

S.No	Position	Qualification	Experience/Skills
1.	ASSISTANT DIRECTOR CIVIL ENGINEER	Minimum BS (Civil Engineering); MS Structural Engineering will be preferred.	Minimum five (05) years of relevant post-qualification experience in civil works involving commercial, institutional, and infrastructure construction projects.

JOB DESCRIPTION:

Manage civil works procurement, budgeting, cost estimation, contract administration, site valuations, compliance, and financial reconciliation from tendering through project completion.

2.	ASSISTANT DIRECTOR ALUMNI AFFAIRS AND FUNDRAISING	Candidates having minimum 16 years' education in Business Administration, Marketing, Public Relations, Communications, Management, Social Sciences or a related discipline from an HEC-recognized university.	Candidates should have 3–5 years of experience in university advancement, alumni relations, fundraising, or corporate communications, with expertise in donor stewardship, CSR, stakeholder management, and securing grants/sponsorships. Strong skills in digital campaigns, social media, and CRM/database management are also required.
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JOB DESCRIPTION:

Lead alumni engagement, database management, events, digital campaigns, fundraising, corporate/CSR partnerships, donor relations, and advancement reporting to strengthen Bahria University's alumni network and secure institutional funding.

NOTES:

- For more details and job description, kindly visit our website www.bahria.edu.pk/jobs.
- Last Date to apply is **7th September, 2026**.
- Only short-listed candidates, meeting the requirement of the post shall be called for interview.
- Apply here www.bahria.edu.pk/jobs.

Directorate Human Resource

Bahria University Head Office, Shangrilla Road, E-8, Islamabad.
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PID(I)1766/26

