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UNIVERSITY OF INFORMATION TECHNOLOGY & SCIENCES

Recruitment Notice

Post and Department	Educational Qualifications and Experience
Professor ➢ Computer Science and Engineering ➢ Civil Engineering ➢ Pharmacy ➢ Information Technology ➢ Law ➢ Business Studies ➢ English	(a) PhD/equivalent degree with at least two 1st class/division/A grades in academic career. Out of which, any one of the undergraduate and postgraduate degrees should have 1st division/class/A grades. (b) Must have 12 years of teaching experience at the university level; out of which 5 years as an associate professor. (c) Must have a total of 15 publications; out of which 7 as an associate professor.
Associate Professor ➢ Computer Science and Engineering ➢ Civil Engineering ➢ Pharmacy ➢ Information Technology ➢ Law ➢ Business Studies ➢ English	(a) PhD/equivalent degree with at least two 1st Class/Division/A grades in academic career. Out of witch, any one of the undergraduate and postgraduate degrees should have 1st division/class/A grades. (b) Must have 7 years of teaching experience at the university level; out of which 3 years as an assistant professor. (c) Must have a total of 5 publications; out of which 3 as an assistant professor.
Assistant Professor ➢ Computer Science and Engineering ➢ Civil Engineering ➢ Pharmacy ➢ Information Technology ➢ Law ➢ Business Studies ➢ English	(a) PhD/equivalent degree with at least two 1st class/division/A grades in academic career. Out of which, any one of the undergraduate and postgraduate degrees should have 1st division/class/A grades. Should have 2 years of experience in teaching/research work at the university level and at least 1 publication. Or (b) M.Phil/equivalent; At least two 1st class/division/A grades in academic career. Out of which, any one of the undergraduate and postgraduate degrees should have 1st division/class/A grades. Should have 3 years of experience in teaching/research work at the university level and

	at least 1 publication. Or (c) 4 years Bachelor's with honors and postgraduate degree. At least 3 1st division/class/A grades. Should have 3 years of experience in teaching/research work at the university level and at least 2 publications.
Lecturer ➢ Computer Science and Engineering ➢ Civil Engineering ➢ Pharmacy ➢ Information Technology ➢ Law ➢ Business Studies (Finance & Banking, Accounting & Information Systems, Marketing, Human Resource Management) ➢ English	(a) 4-years Bachelor's with honors / Master degree in the relevant subject from a recognized university. Minimum three 1st Division/Class/A grades.
Public Relations Officer	(a) 4 years Bachelor's with honors/Master's degree from a recognized university. (b) Journalism with Leadership and interpersonal capacity will be given preference. (c) Should have 3 years of experience as a Public Relations Officer.
Library Officer	(a)Bachelor's (Honors) and Master's in information Science and Library Management. (b) Candidate should be proficient in MS Office, especially MS Excel.
Section Officer	(a) 4 years Bachelor's with honors/Master's degree from a recognized university. (b) Candidate should be proficient in MS Office, especially MS Excel.
Lab Demonstrator ➢ Civil Engineering	(a) Bachelor of Science /diploma in Civil Engineering Degree from a Public/Private Institute. (b) Should have Sound Knowledge in all the lab

	based classes of Civil Engineering courses and operating lab equipment. (c) Must have 01 (one) year experience.
Lab Demonstrator ➢ Computer Science and Engineering	(a) Bachelor with 4 years honors in the relevant subject from a recognized university/Diploma degree from a government or private institution.
Lab Demonstrator ➢ Chemistry	(a) 4 years Bachelor with honors in Chemistry from a recognized university. (b) 1-2 Years of relevant laboratory experience is preferable.
Lab Demonstrator ➢ Pharmacy	(a) 4 years Bachelor with honors/Master Degree. Preferably in Pharmacy or Science background.
Lab Demonstrator ➢ Electrical and Electronic Engineering	(a) Bachelor with 4 years honors in the relevant subject from a recognized university/Diploma degree from a government or private institution.
Book Sorter	(a) H.S.C or Graduate in any discipline with 06-month Certificate Course or 01-Year Diploma in information Science and Library Management.
Graphic Designer	(a) Bachelor's degree in Graphic design, Fine Arts, Multimedia, Visual Communication or related field. (b) Diploma/Certificate in Graphic Design from a recognized institution may also be considered. (c) Strong proficiency in Adobe Photoshop, Adobe Illustrator, Adobe InDesign, Figma, Canva. (d) Ability to design social media posts, printed posters, flyers, banners, certificates, calendars, web/app graphics, motion graphics. (e) Ability to show portfolio with previous design.

Video Editor	(a) Bachelor's degree in Film & Media, Multimedia, Mass Communication, graphic Design, Visual Arts, or any relevant discipline. (b) Diploma/Certificate in Video Editing, Multimedia or a related field will also be considered. (c) Videography experience with DSLR, gimbal, drone, microphone, lighting. (d) Strong proficiency in Adobe Premiere Pro, Adobe After Effects, Adobe Illustrator, DaVinci Resolve, Blender and FL studio. (e) Strong proficiency in colour grading, visual effects, sound editing, motion graphics, animations, subtitles and storytelling. (f) Ability to show portfolio with revious video.

***Candidate having 3rd division or equivalent grade is not eligible.**
N.B: Experienced and highly qualified candidates will be paid salaries and allowances according to a special salary structure.

Applicants must apply to **www.career.uits.ac.bd** by the 25 November, 2026.

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