



(MEDICAL TEACHING INSTITUTION)
MTI-ATH AYUB TEACHING HOSPITAL

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HOSPITAL DIRECTORATE

Office of the Senior Manager Human Resource & Organization Development
MTI ATH/AMC/ACD Abbottabad.

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VACANCY ANNOUNCEMENT

The Ayub Teaching Hospital, Abbottabad is an Autonomous Medical Teaching Institution with a Board of Governors as prescribed by the government of Khyber Pakhtunkhwa under Medical Teaching Institutions Reform Act 2015 and amendments therein; MTI ATH/AMC/ACD is an equal opportunity employer with no Gender bias.

Ayub Teaching Hospital, Medical Teaching Institution (ATH/AMC/ACD) Abbottabad is a Tertiary Care 1500 beds Hospital under MTI Act, 2015 (as amended from time to time) requires the services of the following as per below mentioned conditions:-

NON-CLINICAL POSITIONS

S. No	NOMENCLATURE OF POST/GRADE	No. of Positions	CRITERIA/QUALIFICATION / EXPERIENCE/ SKILLS & LANGUAGE COMPETENCY
01	Ward Boy IPS-01 Age 18 to 40 Years Domicile: Abbottabad	12	➤ Preferably literate / experienced (Must have valid registration card issued from Employment Exchange Registration Office, Hazara Division)
02	Ward Aya IPS-01 Age 18 to 40 Years Domicile: Abbottabad	05	➤ Preferably literate / experienced (Must have valid registration card issued from Employment Exchange Registration Office, Hazara Division)
03	Naib Qasid IPS-01 Age 18 to 40 Years Domicile: Abbottabad	02	➤ Preferably literate / experienced (Must have valid registration card issued from Employment Exchange Registration Office, Hazara Division)
04	Mesalchi IPS-01 Age 18 to 40 Years Domicile: Abbottabad	01	➤ Preferably literate / experienced (Must have valid registration card issued from Employment Exchange Registration Office, Hazara Division)
05	OT-Attendant IPS-01 Age 18 to 40 Years Domicile: Abbottabad	01	➤ Preferably literate / experienced (Must have valid registration card issued from Employment Exchange Registration Office, Hazara Division)
06	Driver IPS-01 Age 21 to 40 Years Domicile: Abbottabad	01	➤ Possessing valid H.T.V driving license and having 03 years relevant experience and preferably literate. (Must have valid registration card issued from Employment Exchange Registration Office, Hazara Division)
07	ST-Bearer IPS-01 Age 18 to 40 Years Domicile: Abbottabad	03	➤ Preferably literate / experienced (Must have valid registration card issued from Employment Exchange Registration Office, Hazara Division)
08	Cook IPS-01 Age 18 to 40 Years Domicile: Abbottabad	03	➤ Preferably literate with 02 years relevant experience (Must have valid registration card issued from Employment Exchange Registration Office, Hazara Division)
09	Bearer IPS-01 Age 18 to 40 Years Domicile: Abbottabad	01	➤ Preferably literate / experienced (Must have valid registration card issued from Employment Exchange Registration Office, Hazara Division)
10	Dark Room Attendant IPS-01 Age 18 to 40 Years Domicile: Abbottabad	01	➤ Preferably literate / experienced (Must have valid registration card issued from Employment Exchange Registration Office, Hazara Division)
11	Dish Washer IPS-01 Age 18 to 40 Years Domicile: Abbottabad	01	➤ Preferably literate / experienced (Must have valid registration card issued from Employment Exchange Registration Office, Hazara Division)
12	Mali IPS-01 Age 18 to 40 Years Domicile: Abbottabad	03	➤ Preferably literate with 02 years relevant experience (Must have valid registration card issued from Employment Exchange Registration Office, Hazara Division)

TERMS & CONDITIONS:**HOW TO APPLY:**

(1). Application is acceptable only on a prescribed performa available on official website of AMC: www.ayubmed.edu.pk or ATH, www.ath.gov.pk or Recruitment Section HR Department MTI ATH. (2). All roles and responsibilities of the position along with the method of selection and appointment shall be in accordance with the Khyber Pakhtunkhwa Medical Teaching Institutions Reforms Act, 2015 (amendment from time to time/Regulations MTI), as well as. MTI-ATH/AMC/ACD Regulations amended in July 2025 shall apply. (3) Incomplete/By Hand and late submitted applications will not be entertained. (4). Applications accompanied with complete Job Application Form, Covering Letter, Academic Credentials, Qualification, Experience, NOC (if required), Domicile certificates / along with 02 passport size photographs with white background and CNIC photocopy duly attested must be received to the Senior Manager HR Office at below address through registered courier service, in the name of "Hospital Director". (5). Deadline for submission of applications is 05:00 PM on August 15, 2025. (6). Applications submitted later than this deadline will not be considered. (7). Candidates should be eligible in all respects and all required relevant educational documents including qualification (Degree and Diploma), experience (only post qualification experience will be considered which is duly issued by either Administration / Human Resources or Establishment department of the institution concerned with proper reference and date of issuance). (8). The appointment of the abovementioned positions shall be regulated as per MTI ATH/AMC/ACD, JULY 2025 uniform contract policy under the Institutional Pay Scale (IPS) & Contributory Provident Fund (CPF) MTI ATH Regulations or any related amendments thereof subject to annual based performance review (PER'S) by the end of each calendar year. (9). The appointee shall on probation for a period of 01 year, during which the job contract could be terminated without notice. (10). Scrutiny Committee shall be competent to reject any application that is incomplete or received after the due date. The aggrieved candidate may appeal to the competent authority for review in writing, whose decision shall be considered as final. (11). All the educational documents & experience certificates shall be verified during the process of short listing and in case of fake/unverified documents, the candidate will be disqualified and proceeded against as per law. (12). All abovementioned staff shall report to the concerned HOD through Hospital Director of MTI-ATH and shall be responsible to the competent authority as per MTI-ATH/ACD/ACD rules and regulations as amended and updated from time to time (amended July 2025), shall apply. (13). Disable & minority quota for candidates is reserved (where applicable) on the above-mentioned posts (Disability Certificate issued by the Competent Medical Board should be required). (14). Relaxation of age will be admissible as per existing MTI-ATH/ACD/ACD rules and regulations. (15). Original documents shall be produced at the time of interview. (16). Only short-listed candidates will be called for interview. (17). No TA/DA shall be paid for the Test/Interview. (18). Candidates must apply through proper channel if he/she working in Government/Semi Government organizations and must provide valid NOC before selection process. (19). Civil servants applying for the post must resign from civil service. If the resign from civil service is not accepted within the probation period, in case of selection, the employment shall stand terminated at its initiation. Civil servants on long leave from civil service must not apply. (20). Candidate intending to apply for more than one position shall apply separately for each post. (21). The incumbent must be registered and shall have valid registration card issued from Employment Exchange Registration Office, Hazara Division. (22). In case of appointment, the candidate will become a full-time, institutional employee and will have to resign from his/her existing employment with any other entity national or foreign, including, but not limited to civil services of the Government. (23). The appointee shall have no conflict of interest. (24). The following applications will be subject to disqualification and will not be entertained: (a). Incomplete applications and missing attachments (as evidence of experience and academic qualifications). (b). He/She was convicted by the Court of Law. (c). Previous history of Dismissal from Service. (d). Attempt to influence the selection process (e). Misbehavior during the test/interview. (f). Late submission i.e., applications received after the due date. (g). Forgery in documents/credentials at any stage of the process or employment. (h). For a qualification to be valid, a degree is a must, the mere submission of a marks sheet/transcript / DMC/ course completion certificate will lead to applications deemed incomplete and will, therefore, shall not be considered and stands be rejected. (25). The Medical Teaching institution ATH/AMC/ACD reserves the right to cancel the advertisement or Selection Process or Re-advertise the position or revoke the hiring process at any stage. (26). For definitions, further details and interview marking/selection criteria, please see MTI-ATH/AMC/ACD Regulations amended July, 2025 at the MTI ATH/AMC/ACD official web address given below.

MTI ATH/AMC/ACD is committed to achieving workforce diversity in terms of gender and culture. We further encourage individuals from minority groups, indigenous groups, and persons with disabilities to apply.

**COL. ® DR. SAJJAD AHMAD AFRIDI,
(HOSPITAL DIRECTOR)**

MEDICAL TEACHING INSTITUTION ATH/AMC/ACD, ABBOTTABAD

(POSTAL ADDRESS)

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