



**Sukkur Institute of  
Business Administration**

Merit - Quality - Excellence



## CAREER OPPORTUNITY

Sukkur IBA invites applications from dynamic, qualified and energetic candidates for following position:

### **Manager, Students Financial Aid and Industrial Linkages**

(BPS-18)

#### **Qualification**

- ◆ 1<sup>st</sup> Class MBA / 4 Years BBA degree (16 years of education) from an HEC recognized University/Institution.

#### **Job Description**

1. Develop plans for Resource development
2. Raise funds for the institution by creating contacts with the philanthropists, corporations and alumni.
3. Development and implementation of all Financial Assistance program.
4. Formulate policies, procedures, regulations and criteria for the award of student financial assistance and implement them upon approval.
5. Administer all financial assistance programs and improve the operation and impact of specific programs.
6. Communicate and advise students and families of opportunities for financial assistance, procedures for applying and criteria for awards.
7. Be a highly visible ambassador for the Institute to the general public and potential donors, always seeking ways to increase public interest in and support for the university's needs and priorities.

#### **Experience**

- ◆ Minimum 6 years post-qualification experience in relevant field
- ◆ Excellent Communication and writing skills
- ◆ Proficient in MS-Office

Application form may be downloaded from:  
[www.iba-suk.edu.pk](http://www.iba-suk.edu.pk)

#### **HOW TO APPLY?**

Please send your application on prescribed form, one recent colour photograph, complete CV and relevant documents latest by **August 19, 2015** along with a Bank Draft/Pay Order of **Rs. 1000/-** in favour of "Sukkur IBA" at the following address:

**REGISTRAR**

**SUKKUR INSTITUTE OF BUSINESS ADMINISTRATION**

Airport Road, Sukkur. Tel: (071) 5630272, 5806101-10 Ext: 188 Fax: (071) 5632465 Website: [www.iba-suk.edu.pk](http://www.iba-suk.edu.pk)

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