



Women Medical & Dental College.

A. JOB DESCRIPTION

Job Title	Assistant Professor (Basic Sciences)	Emp ID/ Reference Number	
Department	Forensic Medicine	Working Hours	8 am to 2 p.m.(Monday to Saturday)
Location of post	WMC, Abbottabad	Salary	
Reports to	HOD Forensic Medicine, WMC	Job type	

PURPOSE OF JOB

- To carry out the duties delegated upon him by HOD.
- To deliver lectures according to the college time table of your class with the collaboration of Medical Education Department.
- Responsible for the conduction of class test mid-term and send- up examination according to annual academic calendar.
- Responsible for submitting MCQs and SEQs for Professional examinations as and when required by the Controller of Examination Khyber Medical University, Peshawar.
- Responsible for centralize marking of SEQs as and when requested by Controller of Examination, Khyber Medical University Peshawar.
- To act as internal / external examiner in respective subject of professional examination.
- To assist the HOD/Principal in matters related the curriculum and co curriculum activities of the college in order to improve the standard of Medical Education teachings.
- Any other task/assignment/duty assigned by HOD/Principal/Directors.

Team Structure

This position will be reporting to the Head of Department.

Prepared by	Human Resource Department	Sign	
Approved by	Principal, Women Medical & Dental College.	Sign.	

B. QUALIFICATIONS, EXPERIENCE, SKILLS & RESEARCH PUBLICATIONS REQUIRED:

	Essential	Desirable
Skills and Research Publications	Two (2) research Publication are required in the relevant field after 31 st December 2020	Other Skills: Strong & proven Analytical, Observational and Problem Solving Skills Strong Time Management Skills
Experience	2 years teaching experience as Demonstrator/Lecturer before OR after Level II b qualification OR 1 year teaching experience as Demonstrator/Lecturer before OR after Level III qualification.	PM&DC recognised Level II b or Level III qualifications in respective basic subjects OR equivalent PM&DC Level II b or Level III qualifications in the respective speciality recognised/registered by PM&DC.
Qualifications	MBBS / BDS or equivalent medical qualification fully recognised/registered by the PMDC	2 years teaching experience as an Demonstrator/Lecturer in the relevant subject

- ✓ **Level II a:** Minimum one year diploma in M.Sc. Basic Sciences, Diploma in Medical Education, Diploma in Medical Jurisprudence (DMJ 1 YEAR) or DHPE (Diploma in Health Professional Education) after MBBS (5 Years) or BDS (4 Years)
- ✓ **Level II b:** Minimum two years diploma in Master of Public Health (MPH), Master of Science in Public Health/Master of Health Professions Education (MSPH/MHPE), Diploma in Medical Jurisprudence (DMJ-2 Years), M.Phil. and equivalent qualification after MBBS (5 Years) or BDS (4 Years)
- ✓ **Level III:** Minimum three or more years diploma of FCPS/PhD/ and equivalent qualifications after MBBS (5 Years) or BDS (4 Years)