

ARDHI UNIVERSITY



Ref. No: GA.480/526/01/54

Date: 17th June, 2022

EMPLOYMENT OPPORTUNITIES

Ardhi University has vacant positions in the Academic and Technical cadres. The University subscribes to a policy of an equal opportunity employer. It provides innovative and integrated learning, research and public services that advance sustainable development at national level and beyond. The University is inviting applications from competent and qualified candidates who are interested to work in a thriving academic environment for immediate employment to fill the following vacant posts:

1.0 LECTURER

1.1 LECTURER- (BUSINESS STUDIES) – 3 POSTS

1.1.1 REQUIRED QUALIFICATIONS

Holder of PhD in one of the following discipline: Enterprise Risk Management, Financial Risk Management, Management, Finance, Accounting, Business, International Business, Entrepreneurship, Innovation, Marketing, Industrial Economics, Monetary Economics, Banking, Business Economics, Insurance, Financial Services, Business Development or Agribusiness Business Information Systems.

The candidate must also be a holder of Master's Degree and Bachelor Degree in Enterprise Risk Management, Financial Risk Management, Management, Finance, Accounting, Business, International Business, Entrepreneurship, Innovation, Marketing, Industrial Economics, Monetary Economics, Banking, Business Economics, Insurance, Financial Services, Business Development or Agribusiness Business Information Systems with an overall GPA of at least 4.0 or above in Master's Degree and GPA of at least 3.8 or above in Bachelor's Degree.

1.1.2 DUTIES AND RESPONSIBILITIES OF A LECTURER

- i) To undertake an induction, course in pedagogic skills for those who had none before;
- ii) To carry out lectures, conduct tutorials, seminars and practicals for undergraduate and postgraduate programmes;
- iii) To mentor junior staff in relevant fields;
- iv) To participate/ contribute in curriculum development;
- v) To participate in developing and managing various University/Constituent colleges activities;
- vi) To undertake research and publish/disseminate results;
- vii) To carry out consultancy and community services;
- viii) To write teaching manuals and compendia;
- ix) To supervise field practical's, undergraduate special projects, Masters and PhD dissertations/theses;
- x) To attend/organize workshops, conferences and symposia; and,
- xi) To perform any other duties that may be assigned by the relevant authorities.

Salary Scale: PUTS 3

2.0 ASSISTANT LECTURER

2.1 ASSISTANT LECTURER – (LAND MANAGEMENT VALUATION) - 1 POST

2.1.1 REQUIRED QUALIFICATIONS

Holder of Master's Degree in one of the following; Real Estate or Housing Finance with an overall GPA of 4.0 or above and Bachelor Degree in one of the following; Land Management and Valuation, Property and Facilities Management, Property Studies, with an overall GPA of at least 3.8 or above.

2.1.2 DUTIES AND RESPONSIBILITIES OF ASSISTANT LECTURER

- i) To undergo an induction, course in pedagogic skills for those who had none before;
- ii) To carry out lectures, conduct tutorials, seminars and practical for undergraduate programmes;
- iii) To prepare and present case studies;
- iv) To conduct and publish/disseminate research results;
- v) To recognize students having difficulties, intervene and provide help and support;

- vi) To participate in consultancies and community services under supervision;
- vii) To attend workshops, conferences and symposia; and,
- viii) To perform any other duties that may be assigned by the relevant authorities.

Salary Scale: PUTS 2

2.2 ASSISTANT LECTURER –(BANKING) - 1 POST

2.2.1 REQUIRED QUALIFICATIONS

Holder of Master’s Degree in one of the following; Monetary Economics and Banking, Banking and Insurance, Banking and Financial Services or Banking and Finance Financial Administration (Finance and Banking), Business Administration (Banking and Finance) with an overall GPA of at least 4.0 or above and Bachelor Degree in one of the following; Monetary Economics and Banking, Banking and Insurance, Banking and Financial Services, Banking and Finance, Financial Administration (Finance and Banking), Business Administration (Banking and Finance) with an overall GPA of at least 3.8 or above.

2.2.2 DUTIES AND RESPONSIBILITIES OF ASSISTANT LECTURER

- i) To undergo an induction, course in pedagogic skills for those who had none before;
- ii) To carry out lectures, conduct tutorials, seminars and practical for undergraduate programmes;
- iii) To prepare and present case studies;
- iv) To conduct and publish/disseminate research results;
- v) To recognize students having difficulties, intervene and provide help and support;
- vi) To participate in consultancies and community services under supervision;
- vii) To attend workshops, conferences and symposia; and,
- viii) To perform any other duties that may be assigned by the relevant authorities

Salary Scale: PUTS 2

2.3 ASSISTANT LECTURER (REAL ESTATE FINANCE AND INVESTMENT)- 1 POST

2.3.1 REQUIRED QUALIFICATIONS

Holder of Master’s Degree in one of the following; Real Estate Finance and Investment, Real Estate Economics and Finance, Real Estate Development, Real

Estate Finance, Construction Management, Housing Economics, Housing Finance, Financial Services in Real Estate, Real Studies or Real Estate, with an overall GPA of at least 4.0 or above and Bachelor Degree in one of the following; Real Estate Finance Construction Management, Housing Economics, Housing Finance and Investment, Real Estate Economics and Finance, Financial Services in Real Estate, Real Estate Development, Real Estate Finance, Real Estate Studies or Real Estate, with an overall GPA of at least 3.8 or above.

2.3.2 DUTIES AND RESPONSIBILITIES OF ASSISTANT LECTURER

- i) To undergo an induction, course in pedagogic skills for those who had none before;
- ii) To carry out lectures, conduct tutorials, seminars and practical for undergraduate a. programmes;
- iii) To prepare and present case studies;
- iv) To conduct and publish/disseminate research results;
- v) To recognize students having difficulties, intervene and provide help and support;
- vi) To participate in consultancies and community services under supervision;
- vii) To attend workshops, conferences and symposia; and,
- viii) To perform any other duties that may be assigned by the relevant authorities.

Salary Scale: PUTS 2

2.4 ASSISTANT LECTURER (INFORMATION AND COMMUNICATION TECHNOLOGY) – 1 POST

2.4.1 REQUIRED QUALIFICATIONS

Holder of Master's Degree in one of the following; Computer Science, Information Technology, Information Systems, Information and Communication Technology and Engineering, Computer and Information Security, Embedded Systems, Computer Engineering, Computer Networks, Data Communication, Machine Learning, Artificial Intelligence or Data Science with an overall GPA of at least 4.0 or above and Bachelor Degree in one of the following; Computer Science, Computer Engineering, Information Technology, Information Systems Management, Business Information Systems, Business Information Technology, Computer and Information Security, Computer Systems and Networks, Software Engineering, Electronic Science

and Telecommunication or Telecommunication Engineering, with an overall GPA of at least 3.8 or above.

2.4.2 DUTIES AND RESPONSIBILITIES OF ASSISTANT LECTURER

- i) To undergo an induction, course in pedagogic skills for those who had none before;
- ii) To carry out lectures, conduct tutorials, seminars and practical for undergraduate programmes;
- iii) To prepare and present case studies;
- iv) To conduct and publish/disseminate research results;
- v) To recognize students having difficulties, intervene and provide help and support;
- vi) To participate in consultancies and community services under supervision;
- vii) To attend workshops, conferences and symposia; and,
- viii) To perform any other duties that may be assigned by the relevant authorities.

Salary Scale: PUTS 2

2.5 ASSISTANT LECTURER (GEOMATICS) - 1 POST

2.5.1 REQUIRED QUALIFICATIONS

Holder of Master's Degree in one of the following; Geomatics, Geodetic Sciences, Land Surveying with an overall GPA of at least 4.0 or above and Bachelor Degree in Geomatics, Geodetic Science, Land Surveying with an overall GPA of at least 3.8 or above.

2.5.2 DUTIES AND RESPONSIBILITIES OF ASSISTANT LECTURER

- i) To undergo an induction, course in pedagogic skills for those who had none before;
- ii) To carry out lectures, conduct tutorials, seminars and practical for undergraduate programmes;
- iii) To prepare and present case studies;
- iv) To conduct and publish/disseminate research results;
- v) To recognize students having difficulties, intervene and provide help and support;
- vi) To participate in consultancies and community services under supervision;
- vii) To attend workshops, conferences and symposia; and,

viii) To perform any other duties that may be assigned by the relevant authorities

Salary Scale: PUTS 2

2.6 ASSISTANT LECTURER (URBAN AND REGIONAL PLANNING)– 1 POST

2.6.1 REQUIRED QUALIFICATIONS

Holder of Master's Degree in one of the following; Geographical Information System, Urban Design, Urban Planning Management with at least a GPA of at least 4.0 or above and Bachelor Degree in Urban Design, Urban Planning Management with an overall GPA of at least 3.8 or above.

2.6.2 DUTIES AND RESPONSIBILITIES OF ASSISTANT LECTURER

- i) To undergo an induction, course in pedagogic skills for those who had none before;
- ii) To carry out lectures, conduct tutorials, seminars and practical for undergraduate programmes;
- iii) To prepare and present case studies;
- iv) To conduct and publish/disseminate research results;
- v) To recognize students having difficulties, intervene and provide help and support;
- vi) To participate in consultancies and community services under supervision;
- vii) To attend workshops, conferences and symposia; and,
- viii) To perform any other duties that may be assigned by the relevant authorities

Salary Scale: PUTS 2

2.7 ASSISTANT LECTURER (ECONOMICS) – 1 POST

2.7.1 REQUIRED QUALIFICATIONS

Holder of Master's degree in one of the following; Economics, Statistics, Economics of Development, International Economics and Trade, Business Economics, Economics and Statistics with at least a GPA of at least 4.0 or above and Bachelor Degree in Economics and Statistics, Economics of Development, International Economics and Trade, Business Economics with an overall GPA of at least 3.8 or above.

2.7.2 DUTIES AND RESPONSIBILITIES OF ASSISTANT LECTURER

- i) To undergo an induction course in pedagogic skills for those who had none before;
- ii) To carry out lectures, conduct tutorials, seminars and practical for undergraduate programmes;
- iii) To prepare and present case studies;
- iv) To conduct and publish/disseminate research results;
- v) To recognize students having difficulties, intervene and provide help and support;
- vi) To participate in consultancies and community services under supervision;
- vii) To attend workshops, conferences and symposia; and,
- viii) To perform any other duties that may be assigned by the relevant authorities.

Salary Scale: PUTS 2

2.8 ASSISTANT LECTURER (COMMUNITY DEVELOPMENT) – 1 POST

2.8.1 REQUIRED QUALIFICATIONS

Holder of Master's Degree in one of the following; Community Development, Public Administration, Sociology, Regional Development Planning with a GPA of at least 4.0 or above and Bachelor Degree in Community Development, Public Administration, Sociology, Regional Development Planning with an overall GPA of at least 3.8 or above.

2.8.2 DUTIES AND RESPONSIBILITIES

- i) To undergo an induction course in pedagogic skills for those who had none before;
- ii) To carry out lectures, conduct tutorials, seminars and practical for undergraduate programmes;
- iii) To prepare and present case studies;
- iv) To conduct and publish/disseminate research results;
- v) To recognize students having difficulties, intervene and provide help and support;
- vi) To participate in consultancies and community services under supervision;
- vii) To attend workshops, conferences and symposia; and,
- viii) To perform any other duties that may be assigned by the relevant authorities.

Salary Scale: PUTS 2

2.9 ASSISTANT LECTURER (ARCHITECTURE) – 1 POST

2.9.1 REQUIRED QUALIFICATIONS

Holder of Master's Degree in Architecture or Technology in Architecture with a GPA of at least 4.0 or above and Bachelor Degree of Architecture or Technology in Architecture with a GPA of at least 3.8 or above

2.9.2 DUTIES AND RESPONSIBILITIES OF ASSISTANT LECTURER

- i) To undergo an induction course in pedagogic skills for those who had none before;
- ii) To carry out lectures, conduct tutorials, seminars and practical for undergraduate programmes;
- iii) To prepare and present case studies;
- iv) To conduct and publish/disseminate research results;
- v) To recognize students having difficulties, intervene and provide help and support;
- vi) To participate in consultancies and community services under supervision;
- vii) To attend workshops, conferences and symposia; and,
- viii) To perform any other duties that may be assigned by the relevant authorities.

Salary Scale: PUTS 2

2.10 ASSISTANT LECTURER (BUILDING ECONOMICS) – 1 POST

2.10.1 REQUIRED QUALIFICATIONS

Holder of Master's Degree in one of the following; Construction Economics and Management, Engineering Management, Project Management, Construction Management, Building and Construction Technology with at least a GPA of at least 4.0 or above and Bachelor Degree in Construction Management or Building Economics with a GPA of at least 3.8 or above

2.10.2 DUTIES AND RESPONSIBILITIES OF ASSISTANT LECTURER

- i) To undergo an induction course in pedagogic skills for those who had none before;
- ii) To carry out lectures, conduct tutorials, seminars and practical for undergraduate programmes;
- iii) To prepare and present case studies;
- iv) To conduct and publish/disseminate research results;

- v) To recognize students having difficulties, intervene and provide help and support;
- vi) To participate in consultancies and community services under supervision
- vii) To attend workshops, conferences and symposia; and,
- viii) To perform any other duties that may be assigned by the relevant authorities.

Salary Scale: PUTS 2

2.11 ASSISTANT LECTURER (INTERIOR DESIGN)– 1 POST

2.11.1 REQUIRED QUALIFICATIONS

Holder of Master’s Degree in Interior Design with an overall GPA of at least 4.0 or above and Bachelor Degree in Interior Design with an overall GPA of at least 3.8 and above.

2.11.2 DUTIES AND RESPONSIBILITIES OF ASSISTANT LECTURER

- i) To undergo an induction course in pedagogic skills for those who had none before;
- ii) To carry out lectures, conduct tutorials, seminars and practical for undergraduate programmes;
- iii) To prepare and present case studies;
- iv) To conduct and publish/disseminate research results;
- v) To recognize students having difficulties, intervene and provide help and support;
- vi) To participate in consultancies and community services under supervision
- vii) To attend workshops, conferences and symposia; and,
- viii) To perform any other duties that may be assigned by the relevant authorities.

Salary Scale: PUTS 2

2.12 ASSISTANT LECTURER (ENVIRONMENTAL TECHNOLOGY AND MANAGEMENT) - 1 POST

2.12.1 REQUIRED QUALIFICATIONS

Holder of Master’s Degree in Environmental Technology and Management with a GPA of at least 4.0 or above and Bachelor Degree in one of the following; Environmental Engineering, Environmental Science and Management, Municipal and Industrial Services Engineering with a GPA of at least 3.8 or above.

2.12.2 DUTIES AND RESPONSIBILITIES OF ASSISTANT LECTURER

- i) To undergo an induction course in pedagogic skills for those who had none before;
- ii) To carry out lectures, conduct tutorials, seminars and practical for undergraduate programmes;
- iii) To prepare and present case studies;
- iv) To conduct and publish/disseminate research results;
- v) v)To recognize students having difficulties, intervene and provide help and support;
- vi) To participate in consultancies and community services under supervision
- vii) To attend workshops, conferences and symposia; and,
- viii) To perform any other duties that may be assigned by the relevant authorities.

Salary Scale: PUTS 2

2.13 ASSISTANT LECTURER (WATER RESOURCES) - 1 POST

2.13.1 REQUIRED QUALIFICATIONS

Holder of Master's Degree in one of the following: Water Resources Management, Water Resources with a GPA of at least 4.0 or above and Bachelor Degree in one of the following; Environmental Engineering, Environmental Science and Management, Municipal and Industrial Services Engineering with a GPA of at least 3.8 or above.

2.13.2 DUTIES AND RESPONSIBILITIES OF ASSISTANT LECTURER

- i) To undergo an induction course in pedagogic skills for those who had none before;
- ii) To carry out lectures, conduct tutorials, seminars and practical for undergraduate programme
- iii) To prepare and present case studies
- iv) To conduct and publish/disseminate research results;
- v) To recognize students having difficulties, intervene and provide help and support;
- vi) To participate in consultancies and community services under supervision
- vii) To attend workshops, conferences and symposia; and,
- viii) To perform any other duties that may be assigned by the relevant authorities.

Salary Scale: PUTS 2

2.14 ASSISTANT LECTURER (INTERGRATED ENVIRONMENTAL MANAGEMENT) - 1 POST

2.14.1 REQUIRED QUALIFICATIONS

Holder of Master's Degree in one of the following; Integrated Environmental Management, Integrated Sanitation Management with a GPA of at least 4.0 or above and Bachelor Degree in one of the following; Environmental Engineering, Environmental Science and Management, Municipal and Industrial Services Engineering with a GPA of at least 3.8 or above.

2.14.2 DUTIES AND RESPONSIBILITIES OF ASSISTANT LECTURER

- i) To undergo an induction, course in pedagogic skills for those who had none before;
- ii) To carry out lectures, conduct tutorials, seminars and practical for undergraduate programmes;
- iii) To prepare and present case studies;
- iv) To conduct and publish/disseminate research results;
- v) To recognize students having difficulties, intervene and provide help and support;
- vi) To participate in consultancies and community services under supervision
- vii) To attend workshops, conferences and symposia; and
- viii) To perform any other duties that may be assigned by the relevant authorities.

Salary Scale: PUTS 2

2.15 ASSISTANT LECTURER (DISASTER RISK MANAGEMENT) - 1 POST

2.15.1 REQUIRED QUALIFICATIONS

Holder of Master's Degree in Disaster Risk Management with a GPA of at least 4.0 or above and Bachelor Degree in one of the following; Environmental Engineering, Environmental Science and Management, Municipal and Industrial Services Engineering with a GPA of at least 3.8 or above.

2.15.2 DUTIES AND RESPONSIBILITIES OF ASSISTANT LECTURER

- i) To undergo an induction course in pedagogic skills for those who had none before;
- ii) To carry out lectures, conduct tutorials, seminars and practical for undergraduate programmes;
- iii) To prepare and present case studies;

- iv) To conduct and publish/disseminate research results;
- v) To recognize students having difficulties, intervene and provide help and support;
- vi) To participate in consultancies and community services under supervision
- vii) To attend workshops, conferences and symposia; and,
- viii) To perform any other duties that may be assigned by the relevant authorities.

Salary Scale: PUTS 2

2.16 ASSISTANT LECTURER (CLIMATE CHANGE AND SUSTAINABLE DEVELOPMENT) - 1 POST

2.16.1 REQUIRED QUALIFICATIONS

Holder of Master's Degree in Climate Change and Sustainable Development, Natural Resources Management with a GPA of at least 4.0 or above and Bachelor Degree in one of the following; Environmental Engineering, Environmental Science and Management, Municipal and Industrial Services Engineering with a GPA of at least 3.8 or above.

2.16.2 DUTIES AND RESPONSIBILITIES OF ASSISTANT LECTURER

- i) To undergo an induction course in pedagogic skills for those who had none before;
- ii) To carry out lectures, conduct tutorials, seminars and practical for undergraduate programmes;
- iii) To prepare and present case studies;
- iv) To conduct and publish/disseminate research results;
- v) To recognize students having difficulties, intervene and provide help and support;
- vi) To participate in consultancies and community services under supervision
- vii) To attend workshops, conferences and symposia; and,
- viii) To perform any other duties that may be assigned by the relevant authorities.

Salary Scale: PUTS 2

3.0 ASSISTANT RESEARCH FELLOW

3.1 ASSISTANT RESEARCH FELLOW (ARCHITECTURE) - 1 POST

3.1.1 REQUIRED QUALIFICATIONS

Holder of Master's Degree in Architecture, Technology in Architecture with a GPA of at least 4.0 or above and Bachelor Degree in Architecture or Technology in Architecture with an overall GPA of at least 3.8 and above.

3.1.2 DUTIES AND RESPONSIBILITIES OF ASSISTANT RESEARCH FELLOW

- i) To undergo an induction course in pedagogic skills for those who had none before;
- ii) To carry out lectures, conduct tutorials, seminars and practical for undergraduate programmes;
- iii) To prepare and present case studies;
- iv) To conduct and publish/disseminate research results;
- v) To recognize students having difficulties, intervene and provide help and support;
- vi) To participate in consultancies and community services under supervision
- vii) To attend workshops, conferences and symposia; and,
- viii) To perform any other duties that may be assigned by the relevant authorities.

Salary Scale: PUTS 2

3.2 ASSISTANT RESEARCH FELLOW (REAL ESTATE FINANCE AND INVESTMENT) – 1 POST

3.2.1 REQUIRED QUALIFICATIONS

Holder of Master's Degree in Real Estate or Real Estate and Finance with a GPA of at least 4.0 or above and Bachelor Degree in Real Estate or Real Estate Finance and Investment with an overall GPA of at least 3.8 and above

3.2.2 DUTIES AND RESPONSIBILITIES OF ASSISTANT RESEARCH FELLOW

- i) To undergo an induction course in pedagogic skills for those who had none before;
- ii) To carry out lectures, conduct tutorials, seminars and practical for undergraduate programmes;
- iii) To prepare and present case studies;
- iv) To conduct and publish/disseminate research results;

- v) To recognize students having difficulties, intervene and provide help and support;
- vi) To participate in consultancies and community services under supervision
- vii) To attend workshops, conferences and symposia; and,
- viii) To perform any other duties that may be assigned by the relevant authorities.

Salary Scale: PUTS 2

3.3 ASSISTANT RESEARCH FELLOW (SOCIOLOGY) - 1POST

3.3.1 REQUIRED QUALIFICATIONS

Holder of Master's Degree in one of the following: Sociology, Political Science and Sociology with a GPA of at least 4.0 or above and Bachelor Degree in Sociology or Political Science with an overall GPA of at least 3.8 and above

3.3.2 DUTIES AND RESPONSIBILITIES OF ASSISTANT RESEARCH FELLOW

- i) To undergo an induction course in pedagogic skills for those who had none before;
- ii) To carry out lectures, conduct tutorials, seminars and practical for undergraduate programmes;
- iii) To prepare and present case studies;
- iv) To conduct and publish/disseminate research results;
- v) To recognize students having difficulties, intervene and provide help and support;
- vi) To participate in consultancies and community services under supervision
- vii) To attend workshops, conferences and symposia; and,
- viii) To perform any other duties that may be assigned by the relevant authorities

Salary Scale: PUTS 2

3.4 ASSISTANT RESEARCH FELLOW (PUBLIC POLICY ANALYSIS) - 1 POST

3.4.1 REQUIRED QUALIFICATIONS

Holder of Master's Degree in one of the following: Public Policy Analysis & Programme Management, Policy and Planning with a GPA of at least 4.0 or above and Bachelor Degree in Public Policy Analysis & Programme Management with an overall GPA of at least 3.8 and above.

3.4.2 DUTIES AND RESPONSIBILITIES OF ASSISTANT RESEARCH FELLOW

- i) To undergo an induction course in pedagogic skills for those who had none before;
- ii) To carry out lectures, conduct tutorials, seminars and practical for undergraduate programmes;
- iii) To prepare and present case studies;
- iv) To conduct and publish/disseminate research results;
- v) To recognize students having difficulties, intervene and provide help and support;
- vi) To participate in consultancies and community services under supervision
- vii) To attend workshops, conferences and symposia; and,
- viii) To perform any other duties that may be assigned by the relevant authorities

Salary Scale: PUTS 2

3.5 ASSISTANT RESEARCH FELLOW (POLITICAL SCIENCE AND PUBLIC ADMINISTRATION) - 1 POST

3.5.1 REQUIRED QUALIFICATIONS

Holder of Master's Degree in one of the following: Political Science, International Relations, Public Administration, Political Science in Sociology with a GPA of at least 4.0 or above and Bachelor Degree in Political Science, International Relations and Public Administration with an overall GPA of at least 3.8 and above.

3.5.2 DUTIES AND RESPONSIBILITIES OF ASSISTANT RESEARCH FELLOW

- i) To undergo an induction course in pedagogic skills for those who had none before;
- ii) To carry out lectures, conduct tutorials, seminars and practical for undergraduate programmes;
- iii) To prepare and present case studies;
- iv) To conduct and publish/disseminate research results;
- v) To recognize students having difficulties, intervene and provide help and support;
- vi) To participate in consultancies and community services under supervision
- vii) To attend workshops, conferences and symposia; and,
- viii) To perform any other duties that may be assigned by the relevant authorities

Salary Scale: PUTS 2

4 RESEARCH ASSISTANT

4.1 RESEARCH ASSISTANT – (DEVELOPMENT STUDIES) - 1 POST

4.1.1 REQUIRED QUALIFICATIONS

Holder of Bachelor Degree in one of the following: Development Studies, Community Development, Gender and Development, Management of Social Development with an overall GPA of at least 3.8 and above.

4.1.2 DUTIES AND RESPONSIBILITIES OF RESEARCH ASSISTANT

- i) This is a training post; the staff is required to undergo a Master Degree training programme;
- ii) To undergo an induction, course in pedagogic skills for those who had none before;
- iii) To understudy senior members, including attending lectures and seminars, tutorials and practical training;
- iv) To conduct tutorials, seminars and practicals;
- v) To assist in research, consultancy and outreach activities; and,
- vi) To perform any other duties that may be assigned by the relevant authorities

Salary Scale: PUTS 1

4.2 RESEARCH ASSISTANT (SOCIOLOGY) - 1 POST

4.2.1 REQUIRED QUALIFICATIONS

Holder of Bachelor Degree in Sociology or Social Anthropology with an overall GPA of at least 3.8 and above.

4.2.2 DUTIES AND RESPONSIBILITIES OF RESEARCH ASSISTANT

- i) This is a training post; the staff is required to undergo a Master Degree training programme;
- ii) To undergo an induction, course in pedagogic skills for those who had none before;
- iii) To understudy senior members, including attending lectures and seminars, tutorials and practical training;
- iv) To conduct tutorials, seminars and practicals;
- v) To assist in research, consultancy and outreach activities; and,
- vi) To perform any other duties that may be assigned by the relevant authorities

Salary Scale: PUTS 1

4.3 RESEARCH ASSISTANT (ENVIRONMENTAL SCIENCE AND MANAGEMENT) - 1 POST

4.3.1 REQUIRED QUALIFICATIONS

Holder of Bachelor Degree in one of the following: Environmental Science and Management, Natural Resources Management, Ecology Climate Change, Climate Science, with an overall GPA of at least 3.8 or above.

4.3.2 DUTIES AND RESPONSIBILITIES OF RESEARCH ASSISTANT

- i) This is a training post; the staff is required to undergo a Master Degree training programme;
- ii) To undergo an induction, course in pedagogic skills for those who had none before;
- iii) To understudy senior members, including attending lectures and seminars, tutorials and practical training;
- iv) To conduct tutorials, seminars and practicals;
- v) To assist in research, consultancy and outreach activities; and,
- vi) To perform any other duties that may be assigned by the relevant authorities

Salary Scale: PUTS 1

4.4 RESEARCH ASSISTANT (CIVIL ENGINEERING) - 2 POSTS

4.4.1 REQUIRED QUALIFICATIONS

Holder of Bachelor Degree in Civil Engineering with an overall GPA of at least 3.8 or above.

4.4.2 DUTIES AND RESPONSIBILITIES OF RESEARCH ASSISTANT

- i) This is a training post; the staff is required to undergo a Master Degree training programme;
- ii) To undergo an induction, course in pedagogic skills for those who had none before;
- iii) To understudy senior members, including attending lectures and seminars, tutorials and practical training;
- iv) To conduct tutorials, seminars and practicals;
- v) To assist in research, consultancy and outreach activities; and,
- vi) To perform any other duties that may be assigned by the relevant authorities

Salary Scale: PUTS 1

4.5 RESEARCH ASSISTANT (ELECTRICAL ENGINEERING) - 1 POST

4.5.1 REQUIRED QUALIFICATIONS

Holder of Bachelor Degree in Electrical Engineering, Electrical and Electronics Engineering, Electrical Power Engineering with an overall GPA of at least 3.8 or above.

4.5.2 DUTIES AND RESPONSIBILITIES OF RESEARCH ASSISTANT

- i) This is a training post; the staff is required to undergo a Master Degree training programme;
- ii) To undergo an induction, course in pedagogic skills for those who had none before;
- iii) To understudy senior members, including attending lectures and seminars, tutorials and practical training;
- iv) To conduct tutorials, seminars and practicals;
- v) To assist in research, consultancy and outreach activities; and,
- vi) To perform any other duties that may be assigned by the relevant authorities

Salary Scale: PUTS 1

4.6 RESEARCH ASSISTANT (ENVIRONMENTAL ENGINEERING) - 1 POST

4.6.1 REQUIRED QUALIFICATIONS

Holder of Bachelor Degree in Environmental Engineering with an overall GPA of at least 3.8 or above,

4.6.2 DUTIES AND RESPONSIBILITIES OF RESEARCH ASSISTANT

- i) This is a training post; the staff is required to undergo a Master Degree training programme;
- ii) To undergo an induction, course in pedagogic skills for those who had none before;
- iii) To understudy senior members, including attending lectures and seminars, tutorials and practical training;
- iv) To conduct tutorials, seminars and practicals;
- v) To assist in research, consultancy and outreach activities; and,
- vi) To perform any other duties that may be assigned by the relevant authorities

Salary Scale: PUTS 1

4.7 RESEARCH ASSISTANT (MECHANICAL ENGINEERING) - 1 POST

4.7.1 REQUIRED QUALIFICATIONS

Holder of Bachelor Degree in Mechanical Engineering (Building Services) with an overall GPA of at least 3.8 or above.

4.7.2 DUTIES AND RESPONSIBILITIES OF RESEARCH ASSISTANT

- i) This is a training post; the staff is required to undergo a Master Degree training programme;
- ii) To undergo an induction, course in pedagogic skills for those who had none before;
- iii) To understudy senior members, including attending lectures and seminars, tutorials and practical training;
- iv) To conduct tutorials, seminars and practicals;
- v) To assist in research, consultancy and outreach activities; and,
- vi) To perform any other duties that may be assigned by the relevant authorities

Salary Scale: PUTS 1.

4.8 RESEARCH ASSISTANT (PLANNING AND HOUSING) - 2 POSTS

4.8.1 REQUIRED QUALIFICATIONS

Holder of Bachelor Degree in one of the following: Urban Regional Planning, Regional Development Planning, Housing Infrastructure Planning, Planning, Project Planning and Management with an overall GPA of at least 3.8 or above.

4.8.2 DUTIES AND RESPONSIBILITIES OF RESEARCH ASSISTANT

- i) This is a training post; the staff is required to undergo a Master Degree training programme;
- ii) To undergo an induction, course in pedagogic skills for those who had none before;
- iii) To understudy senior members, including attending lectures and seminars, tutorials and practical training;
- iv) To conduct tutorials, seminars and practicals;
- v) To assist in research, consultancy and outreach activities; and,
- vi) To perform any other duties that may be assigned by the relevant authorities

Salary Scale: PUTS 1

4.9 RESEARCH ASSISTANT (ARCHITECTURE) - 1 POST

4.9.1 REQUIRED QUALIFICATIONS

Holder of Bachelor Degree in Architecture, Technology in Architecture, Landscape Architecture or Interior Design with an overall GPA of at least 3.8 or above.

4.9.2 DUTIES AND RESPONSIBILITIES OF RESEARCH ASSISTANT

- i) This is a training post; the staff is required to undergo a Master Degree training programme;
- ii) To undergo an induction, course in pedagogic skills for those who had none before;
- iii) To understudy senior members, including attending lectures and seminars, tutorials and practical training;
- iv) To conduct tutorials, seminars and practicals;
- v) To assist in research, consultancy and outreach activities; and,
- vi) To perform any other duties that may be assigned by the relevant authorities

Salary Scale: PUTS 1

4.10 RESEARCH ASSISTANT (QUANTITY SURVEYING) - 1 POST

4.10.1 REQUIRED QUALIFICATIONS

Holder of Bachelor Degree in Quantity Surveying with an overall GPA of at least 3.8 or above.

4.10.2 DUTIES AND RESPONSIBILITIES OF RESEARCH ASSISTANT

- i) This is a training post; the staff is required to undergo a Master Degree training programme;
- ii) To undergo an induction, course in pedagogic skills for those who had none before;
- iii) To understudy senior members, including attending lectures and seminars, tutorials and practical training;
- iv) To conduct tutorials, seminars and practicals;
- v) To assist in research, consultancy and outreach activities; and,
- vi) To perform any other duties that may be assigned by the relevant authorities

Salary Scale: PUTS 1

4.11 RESEARCH ASSISTANT (ECONOMICS) - 1 POST

4.11.1 REQUIRED QUALIFICATIONS

Holder of Bachelor Degree in Economics or Statistics, Economics of Development, International Economics and Trade, Business Economics with an overall GPA of at least 3.8 or above.

4.11.2 DUTIES AND RESPONSIBILITIES OF RESEARCH ASSISTANT

- vii) This is a training post; the staff is required to undergo a Master Degree training programme;
- viii) To undergo an induction, course in pedagogic skills for those who had none before;
- ix) To understudy senior members, including attending lectures and seminars, tutorials and practical training;
- x) To conduct tutorials, seminars and practicals;
- xi) To assist in research, consultancy and outreach activities; and,
- xii) To perform any other duties that may be assigned by the relevant authorities

Salary Scale: PUTS 1

5.0 TUTORIAL ASSISTANT

5.1 TUTORIAL ASSISTANT (BUILDING ECONOMICS) - 1 POST

5.1.1 REQUIRED QUALIFICATIONS:

Holder of Bachelor of Science in one of the following: Building Economics or Building and Construction Technology with a GPA of at least 3.8 or above.

5.1.2 DUTIES AND RESPONSIBILITIES OF TUTORIAL ASSISTANT

- i) This is a training post; the staff is required to undergo a Master's Degree training programme;
- ii) To undergo an induction course in pedagogic skills for those who had none before;
- iii) To understudy senior members, including attending lectures and seminars, tutorials and practical training;
- iv) To conduct tutorials, seminars and practicals;
- v) To assist in research, consultancy and outreach activities;
- vi) To perform any other duties that may be assigned by the relevant authorities.

Salary Scale: PUTS 1.

5.2 TUTORIAL ASSISTANT (ARCHITECTURE) - 1 POST

5.2.1 REQUIRED QUALIFICATIONS:

Holder of Bachelor's Degree in one of the following; Architecture or Technology in Architecture with a GPA of at least 3.8 or above.

5.2.2 DUTIES AND RESPONSIBILITIES OF TUTORIAL ASSISTANT

- i) This is a training post; the staff is required to undergo a Master's Degree training programme;
- ii) To undergo an induction course in pedagogic skills for those who had none before;
- iii) To understudy senior members, including attending lectures and seminars, tutorials and practical training;
- iv) To conduct tutorials, seminars and practicals;
- v) To assist in research, consultancy and outreach activities;
- vi) To perform any other duties that may be assigned by the relevant authorities.

Salary Scale: PUTS 1

5.3 TUTORIAL ASSISTANT (INTERIOR DESIGN) - 1 POST

5.3.1 REQUIRED QUALIFICATIONS:

Holder of Bachelor Degree in Interior Design with an overall GPA of at least 3.8 or above.

5.3.2 DUTIES AND RESPONSIBILITIES OF TUTORIAL ASSISTANT

- i) This is a training post; the staff is required to undergo a Master's Degree training programme;
- ii) To undergo an induction course in pedagogic skills for those who had none before;
- iii) To understudy senior members, including attending lectures and seminars, tutorials and practical training;
- iv) To conduct tutorials, seminars and practicals;
- v) To assist in research, consultancy and outreach activities;
- vi) To perform any other duties that may be assigned by the relevant authorities.

Salary Scale: PUTS 1

5.4 TUTORIAL ASSISTANT (LANDSCAPE ARCHITECTURE) 1 POST

5.4.1 REQUIRED QUALIFICATIONS:

Holder of Bachelor Degree in one of the following; Landscape Architecture or Architecture and Physical Planning with an overall GPA of at least 3.8 or above.

5.4.2 DUTIES AND RESPONSIBILITIES OF TUTORIAL ASSISTANT

- i) This is a training post; the staff is required to undergo a Master's Degree training programme;
- ii) To undergo an induction, course in pedagogic skills for those who had none before;
- iii) To understudy senior members, including attending lectures and seminars, tutorials and practical training;
- iv) To conduct tutorials, seminars and practicals;
- v) To assist in research, consultancy and outreach activities;
- vi) To perform any other duties that may be assigned by the relevant authorities.

Salary Scale: PUTS 1

5.5 TUTORIAL ASSISTANT (PROPERTY AND FACILITIES MANAGEMENT) - 2 POSTS

5.5.1 REQUIRED QUALIFICATIONS:

Holder of Bachelor Degree in Property and Facilities Management or Property Studies with an overall GPA of at least 3.8 or above.

5.5.2 DUTIES AND RESPONSIBILITIES OF TUTORIAL ASSISTANT

- i) This is a training post; the staff is required to undergo a Master's Degree training programme;
- ii) To undergo an induction, course in pedagogic skills for those who had none before;
- iii) To understudy senior members, including attending lectures and seminars, tutorials and practical training;
- iv) To conduct tutorials, seminars and practicals;
- v) To assist in research, consultancy and outreach activities;
- vi) To perform any other duties that may be assigned by the relevant authorities

Salary Scale: PUTS 1

5.6 TUTORIAL ASSISTANT (BANKING)- 1 POST

5.6.1 REQUIRED QUALIFICATIONS:

Holder of Bachelor Degree in one of the following; Monetary Economics and Banking, Banking and Insurance, Banking and Financial Services, Banking and Finance, Financial Administration (Finance and Banking), Business Administration (Banking and Finance) with an overall GPA of at least 3.8 or above.

5.6.2 DUTIES AND RESPONSIBILITIES OF TUTORIAL ASSISTANT

- i) This is a training post; the staff is required to undergo a Master's Degree training programme;
- ii) To undergo an induction, course in pedagogic skills for those who had none before;
- iii) To understudy senior members, including attending lectures and seminars, tutorials and practical training;
- iv) To conduct tutorials, seminars and practicals;
- v) To assist in research, consultancy and outreach activities;
- vi) To perform any other duties that may be assigned by the relevant authorities

Salary Scale: PUTS 1

5.7 TUTORIAL ASSISTANT (ACCOUNTING AND FINANCE)- 1 POST

5.7.1 REQUIRED QUALIFICATIONS

Holder of Bachelor Degree in Accounting and Finance, Business Administration (Accounting and Finance), Public Sector Accounting and Finance, Accounting in Business Accounting and Finance, Public Sector Accounting, Finance and Investigation, Accounting and Management with an overall GPA of at least 3.8 or above.

5.7.2 DUTIES AND RESPONSIBILITIES OF TUTORIAL ASSISTANT

- i) This is a training post; the staff is required to undergo a Master's Degree training programme;
- ii) To undergo an induction, course in pedagogic skills for those who had none before;
- iii) To understudy senior members, including attending lectures and seminars, tutorials and practical training;
- iv) To conduct tutorials, seminars and practicals;

- v) To assist in research, consultancy and outreach activities;
- vi) To perform any other duties that may be assigned by the relevant authorities

Salary Scale: PUTS 1

5.8 TUTORIAL ASSISTANT (INFORMATION AND COMMUNICATION TECHNOLOGY) – 1 POST

5.8.1 REQUIRED QUALIFICATIONS:

Holder of Bachelor Degree in one of the following; Computer Science, Computer Engineering, Information Technology, Information Systems Management, Business Information Systems, Business Information Technology, Computer and Information Security, Computer Systems and Networks, Software Engineering, Electronic Science and Telecommunication or Telecommunication Engineering, with an overall GPA of at least 3.8 or above.

5.8.2 DUTIES AND RESPONSIBILITIES OF TUTORIAL ASSISTANT

- i) This is a training post; the staff is required to undergo a Master's Degree training programme;
- ii) To undergo an induction, course in pedagogic skills for those who had none before;
- iii) To understudy senior members, including attending lectures and seminars, tutorials and practical training;
- iv) To conduct tutorials, seminars and practicals;
- v) To assist in research, consultancy and outreach activities;
- vi) To perform any other duties that may be assigned by the relevant authorities

Salary Scale PUTS 1

5.9 TUTORIAL ASSISTANT (MATHEMATICS) –1 POST

5.9.1 REQUIRED QUALIFICATIONS

Holder of Bachelor Degree in one of the following; Mathematics, Education with Mathematics, Mathematics and Computer Science, Mathematics and Statistics with an overall GPA of at least 3.8 or above.

5.9.2 DUTIES AND RESPONSIBILITIES OF TUTORIAL ASSISTANT

- i) This is a training post; the staff is required to undergo a Master's Degree training programme;
- ii) To undergo an induction, course in pedagogic skills for those who had none before;
- iii) To understudy senior members, including attending lectures and seminars, tutorials and practical training;
- iv) To conduct tutorials, seminars and practicals;
- v) To assist in research, consultancy and outreach activities;
- vi) To perform any other duties that may be assigned by the relevant authorities

Salary Scale PUTS 1

5.10 TUTORIAL ASSISTANT (GEOMATICS) - 2 POSTS

5.10.1 REQUIRED QUALIFICATIONS

Holder of Bachelor Degree in one of the following Geomatics, Geodetic Science or Land Surveying with an overall GPA of at least 3.8 or above.

5.10.2 DUTIES AND RESPONSIBILITIES OF TUTORIAL ASSISTANT

- i) This is a training post; the staff is required to undergo a Master's Degree training programme;
- ii) To undergo an induction, course in pedagogic skills for those who had none before;
- iii) To understudy senior members, including attending lectures and seminars, tutorials and practical training;
- iv) To conduct tutorials, seminars and practicals;
- v) To assist in research, consultancy and outreach activities;
- vi) To perform any other duties that may be assigned by the relevant authorities

Salary Scale PUTS 1

5.11 TUTORIAL ASSISTANT (ENVIRONMENTAL ENGINEERING) - 4 POSTS

5.11.1 REQUIRED QUALIFICATIONS:

Holder of Bachelor of Science in one of the following; Environmental Engineering, Environmental Laboratory Science and Technology, Municipal and Industrial Services Engineering with an overall GPA of at least 3.8 or above.

5.11.2 DUTIES AND RESPONSIBILITIES OF TUTORIAL ASSISTANT

- i) This is a training post; the staff is required to undergo a Master's Degree training programme;
- ii) To undergo an induction, course in pedagogic skills for those who had none before;
- iii) To understudy senior members, including attending lectures and seminars, tutorials and practical training;
- iv) To conduct tutorials, seminars and practicals;
- v) To assist in research, consultancy and outreach activities;
- vi) To perform any other duties that may be assigned by the relevant authorities

Salary Scale: PUTS 1

5.12 TUTORIAL ASSISTANT (MICROBIOLOGY)- 1 POST

5.12.1 REQUIRED QUALIFICATIONS:

Holder of Bachelor Degree in one of the following; Microbiology, Applied Microbiology with an overall GPA of at least 3.8 or above.

5.12.2 DUTIES AND RESPONSIBILITIES OF TUTORIAL ASSISTANT

- i) This is a training post; the staff is required to undergo a Master's Degree training programme;
- ii) To undergo an induction, course in pedagogic skills for those who had none before;
- iii) To understudy senior members, including attending lectures and seminars, tutorials and practical training;
- iv) To conduct tutorials, seminars and practicals;
- v) To assist in research, consultancy and outreach activities;
- vi) To perform any other duties that may be assigned by the relevant authorities

Salary Scale: PUTS 1

5.13 TUTORIAL ASSISTANT (CIVIL ENGINEERING)-2 POSTS

5.13.1 REQUIRED QUALIFICATIONS:

Holder of Bachelor Degree in Civil Engineering with an overall GPA of at least 3.8 or above

5.13.2 DUTIES AND RESPONSIBILITIES OF TUTORIAL ASSISTANT

- i) This is a training post; the staff is required to undergo a Master's Degree training programme;
- ii) To undergo an induction, course in pedagogic skills for those who had none before;
- iii) To understudy senior members, including attending lectures and seminars, tutorials and practical training;
- iv) To conduct tutorials, seminars and practicals;
- v) To assist in research, consultancy and outreach activities;
- vi) To perform any other duties that may be assigned by the relevant authorities

Salary Scale: PUTS 1

5.14 TUTORIAL ASSISTANT (MUNICIPAL AND INDUSTRIAL SERVICES ENGINEERING) - 1 POST

5.14.1 REQUIRED QUALIFICATIONS:

Holder of Bachelor Degree in Municipal and Industrial Services Engineering with an overall GPA of at least 3.8 or above.

5.14.2 DUTIES AND RESPONSIBILITIES OF TUTORIAL ASSISTANT

- i) This is a training post; the staff is required to undergo a Master's Degree training programme;
- ii) To undergo an induction, course in pedagogic skills for those who had none before;
- iii) To understudy senior members, including attending lectures and seminars, tutorials and practical training;
- iv) To conduct tutorials, seminars and practicals;
- v) To assist in research, consultancy and outreach activities;
- vi) To perform any other duties that may be assigned by the relevant authorities

Salary Scale: PUTS 1

5.15 TUTORIAL ASSISTANT (URBAN AND REGIONAL PLANNING) -2 POSTS

5.15.1 REQUIRED QUALIFICATIONS:

Holder of Bachelor's Degree in one of the following Urban and Regional Planning, Regional Development Planning, Housing Infrastructure Planning, Transportation Planning with a GPA of at least 3.8 or above.

5.15.2 DUTIES AND RESPONSIBILITIES OF TUTORIAL ASSISTANT

- i) This is a training post; the staff is required to undergo a Master's Degree training programme;
- ii) To undergo an induction, course in pedagogic skills for those who had none before;
- iii) To understudy senior members, including attending lectures and seminars, tutorials and practical training;
- iv) To conduct tutorials, seminars and practicals;
- v) To assist in research, consultancy and outreach activities;
- vi) To perform any other duties that may be assigned by the relevant authorities

Salary Scale: PUTS 1

5.16 TUTORIAL ASSISTANT (ECONOMICS) - 1 POST

5.16.1 REQUIRED QUALIFICATIONS:

Holder of Bachelor's Degree in one of the following Economics, Statistics, Economics of Development, International Economics and Trade, Business Economics with a GPA of at least 3.8 or above.

5.16.2 DUTIES AND RESPONSIBILITIES OF TUTORIAL ASSISTANT

- i) This is a training post; the staff is required to undergo a Master's Degree training programme;
- ii) To undergo an induction, course in pedagogic skills for those who had none before;
- iii) To understudy senior members, including attending lectures and seminars, tutorials and practical training;
- iv) To conduct tutorials, seminars and practicals;
- v) To assist in research, consultancy and outreach activities;
- vi) To perform any other duties that may be assigned by the relevant authorities

Salary Scale: PUTS 1

5.17 TUTORIAL ASSISTANT (COMMUNITY DEVELOPMENT)- 1 POST

5.17.1 REQUIRED QUALIFICATIONS

Holder of Bachelor's Degree in Community Development, Public Administration, Sociology and Rural Development Planning with a GPA of at least 3.8 or above.

5.17.2 DUTIES AND RESPONSIBILITIES OF TUTORIAL ASSISTANT

- i) This is a training post; the staff is required to undergo a Master's Degree training programme;
- ii) To undergo an induction course in pedagogic skills for those who had none before;
- iii) To understudy senior members, including attending lectures and seminars, tutorials and practical training;
- iv) To conduct tutorials, seminars and practicals;
- v) To assist in research, consultancy and outreach activities;
- vi) To perform any other duties that may be assigned by the relevant authorities

Salary Scale: PUTS 1

6.0 ASSISTANT LIBRARY TRAINEE (5 POSTS)

6.1 REQUIRED QUALIFICATIONS

Holder of Bachelor Degree in Library and Information Science, Library and Information Management, Information and Records Management, Library and Information Management, Information Studies, Library and Information Services, from a recognized University, with a GPA of at least 3.8 or above.

6.2 DUTIES AND RESPONSIBILITIES OF ASSISTANT LIBRARY TRAINEE

- i) This is a training post; the staff is required to undergo a Master Degree training programme;
- ii) To undergo an induction course in pedagogic skills for those who had none before;
- iii) To understudy senior members, including attending lectures and seminars, tutorials and practical training;
- iv) To conduct tutorials, seminars and practicals;
- v) To assist in research, consultancy and outreach activities;
- vi) To perform any other duties that may be assigned by the relevant authorities

Salary Scale: PUTS 1

7.0 LABORATORY ENGINEER/ SCIENTIST II

7.1 LABORATORY ENGINEER/ SCIENTIST II (ENVIRONMENTAL LABORATORY SCIENCE AND TECHNOLOGY) - 3 POSTS

7.1.1 REQUIRED QUALIFICATIONS

Holder of Bachelor Degree/Advanced Diploma in Environmental Laboratory Science and Technology from a recognized Institution plus ICT skills;

7.1.2 DUTIES AND RESPONSIBILITIES OF LABORATORY ENGINEER/ SCIENTIST II

- i) To assist in planning and designing students' practicals/projects;
- ii) To assist in consultancy, research and development
- iii) To assist in maintenance of laboratory equipment and facilities; and,
- iv) To perform any other related duties as may be assigned by the relevant authorities.

Salary Scale; PUSS 4

7.2 LABORATORY ENGINEER/SCIENTIST II (MUNICIPAL AND INDUSTRIAL SERVICES ENGINEERING) – 2 POSTS

7.2.1 REQUIRED QUALIFICATIONS

Holder of Bachelor Degree/Advanced Diploma in Municipal and Industrial Services Engineering from a recognized Institution plus ICT skills;

7.2.2 DUTIES AND RESPONSIBILITIES OF LABORATORY ENGINEER/ SCIENTIST II

- i) To assist in planning and designing students' practicals/ projects;
- ii) To assist in consultancy, research and development;
- iii) To assist in maintenance of laboratory equipment and facilities; and,
- iv) To perform any other related duties as may be assigned by the relevant authorities.

7.3 LABORATORY ENGINEER/ SCIENTIST II (WATER LABORATORY TECHNOLOGY) - 1 POST

7.3.1 REQUIRED QUALIFICATIONS

Holder of Bachelor Degree/Advanced Diploma in Water Laboratory Technology from a recognized Institution plus ICT skills;

7.3.2 DUTIES AND RESPONSIBILITIES OF LABORATORY ENGINEER/ SCIENTIST II

- i) To assist in planning and designing students' practicals/projects;
- ii) To assist in consultancy, research and development;
- iii) To assist in maintenance of laboratory equipment and facilities; and,
- iv) To perform any other related duties as may be assigned by the relevant authorities.

Salary Scale; PUSS 4

8.0 INSTRUCTOR II

8.1 INSTRUCTOR II (ASSISTANT TO ACADEMICIANS)- ENGINEERING- 1 POST

8.1.1 REQUIRED QUALIFICATIONS

Holder of Bachelor Degree in one of the following; Civil Engineering, Geotechnical (Soil) Engineering and must be registered by Engineers Registration Board (ERB)

8.1.2 DUTIES AND RESPONSIBILITIES OF INSTRUCTOR II (ASSISTANT TO ACADEMICIANS)

- i) To assist in instructing undergraduate students under close supervision;
- ii) To assist in preparing materials for practical exercises;
- iii) To assist in carrying out consultancy and service jobs; and,
- iv) To perform any other related duties as may be assigned by the relevant authorities

Salary Scale; PUSS 4

8.2 INSTRUCTOR II(ASSISTANT TO ACADEMICIANS)-ARCHITECTURE - 1 POST

Holder of Bachelor Degree in Architecture and must be registered by Architects and Quantity Registration Board (AQRB).

8.2.1 DUTIES AND RESPONSIBILITIES OF INSTRUCTOR II (ASSISTANT TO ACADEMICIANS)

- i) To assist in instructing undergraduate students under close supervision;
- ii) To assist in preparing materials for practical exercises;
- iii) To assist in carrying out consultancy and service jobs; and,
- iv) To perform any other related duties as may be assigned by the relevant authorities.

Salary Scale; PUSS 4

8.3 INSTRUCTOR II (ASSISTANT TO ACADEMICIANS) - QUANTITY SURVEYING - 1 POST

8.3.1 REQUIRED QUALIFICATIONS

Holder of Bachelor Degree in Quantity Surveying and must be registered by Architects and Quantity Registration Board (AQRB).

8.3.2 DUTIES AND RESPONSIBILITIES OF INSTRUCTOR II (ASSISTANT TO ACADEMICIAN)

- i) To assist in instructing undergraduate students under close supervision;
- ii) To assist in preparing materials for practical exercises;
- iii) To assist in carrying out consultancy and service jobs; and,
- iv) To perform any other related duties as may be assigned by the relevant authorities

Salary Scale; PUSS 4

GENERAL REQUIREMENTS

1. All applicants must be Citizens of Tanzania generally with an age not above **45** years;
2. Certificates from foreign examination bodies for Ordinary or Advanced Level Education should be verified by The National Examination Council of Tanzania (NECTA)
3. Professional Certificates from Foreign Universities and other Training Institutions should be verified by the Tanzania Commission for Universities (TCU) and National Council for Technical Education (NACTE).
4. All applicants should indicate in their application letter post which they are applying.
5. Application letters must be accompanied with the following:
 - a. Copies of relevant academic and professional certificates;
 - b. Three names and complete addresses of referees;
 - c. Current CV having reliable contacts, postal address, email and phone number
6. All certificates must be certified
7. A signed application letter should be written in English and addressed to **Secretary, Presidents Office, Public Service Recruitment Secretariat, P. O. Box 2320, University of Dodoma, Utumishi/Asha Rose Migiro Buildings Dodoma** and uploaded to the Recruitment portal using the following address; <http://portal.ajira.go.tz/> and not otherwise.
8. Deadline for application is **30th June, 2022**.
9. Only short-listed applicants will be contacted.



Jiandae Kuhesabiwa Siku ya Jumanne tarehe 23 Agosti, 2022