

MUNI UNIVERSITY



EMPLOYMENT OPPORTUNITY (External Advertisement No. 4/2019)

JULY, 2019

Applications are invited from suitably qualified Ugandans and non-Ugandans of high academic level to fill various vacant posts in Muni University. Hand written or typed application letters should be submitted in triplicate to the office of University Secretary, Muni University, P. O. Box 725, Arua, to be received not later than **2nd August 2019**.

The detailed job descriptions and the person specifications for the positions advertised can be viewed on the University web-site, www.muni.ac.ug

VACANT STAFF POSITIONS

ACADEMIC STAFF POSITIONS

S. No	Post	Number of Vacancies	Scale	Job Reference Number	Status
Faculty of Science					
1.	Senior Lecturer in Physics	1	M5	MU/ACD1.4/2019	Re-advertise
2.	Senior Lecturer in Chemistry (Majoring in Inorganic or Physical Chemistry)	1	M5	MU/ACD/2.4/2019	Re-advertise
3.	Senior Lecturer in Mathematics (Majoring in Pure Mathematics)	1	M5	MU/ACD/3.4/2019	New
4.	Assistant Lecturer in Biology (Majoring in Molecular Biology)	1	M6.2	MU/ACD/4.4/2019	New
5.	Assistant Lecturer in Chemistry (Majoring in Inorganic Chemistry)	1	M6.2	MU/ACD/5.4/2019	New
6.	Assistant Lecturer in Physics (Majoring in Theoretical or Computational Physics, or Geophysics, or Astrophysics or Condensed Physics)	1	M6.2	MU/ACD/6.4/2019	New
7.	Assistant Lecturer in Mathematics (Majoring in Applied Mathematics)	1	M6.2	MU/ACD/7.4/2019	New
Faculty of Agriculture and Environmental Sciences					
8.	Assistant Lecturer-in Soil Science	1	M6.2	MU/ACD/8.4/2019	New

9.	Assistant Lecture- Agricultural Engineering	1	M6.2	MU/ACD/9.4/2019	New
10.	Laboratory Technician, Soil Science	1	M12	MU/ ACD /10.4/2019	New
11.	Laboratory Technician, Crop Science	1	M12	MU/ ACD /11.4/2019	New
12	Laboratory Technician, Animal Science	1	M12	MU/ ACD /12.4/2019	New
Faculty of Management Science					
13.	Senior Lecture in the field of Accounting and Finance	1	M5	MU/ ACD /13.4/2019	New
Faculty of Education					
14.	Senior Lecturer in Field of Educational, Planning and management	1	M5	MU/ACD/14.4/2019	New
Faculty of Techno-Science					
15.	Lecturer in Field of Computer Science or Software Engineering or Electrical Engineering or Computer Engineer	1	M6.1	MU/ACD/15.4/2019	New
16.	Assistant Lecturer in Field of Computer Science or Software Engineering or Electrical Engineering or Computer Engineering	1	M6.2	MU/ACD/16.4/2019	New

MODE OF APPLICATION:

1. The application letter should bear the title of the post and the reference number specified against the vacancy.

2. Applicants should attach three sets of certified photocopies of their certificates, Academic Documents, and three recent certified passport size photographs, a typed and signed CV and any other relevant documents.
3. The application must include the applicant's telephone contact, e-mail address and telephone numbers of three referees.
4. An applicant should not apply for more than two posts.
5. An applicant who shall not formally receive communication from the University on completion of the selection exercise should consider themselves unsuccessful.

**UNIVERSITY SECRETARY/ACCOUNTING OFFICER
MUNI UNIVERSITY**

ACADEMIC STAFF POSITIONS

FACULTY OF SCIENCE

Job reference:	Muni NEW ADVERT: REF/MU/ACD 1.4/2019
JOB TITLE:	SENIOR LECTURER- PHYSICS
Number of Posts	(1 Post)
Salary Scale:	(M5)
Responsible to:	Head of Department
Responsible for:	Lecturer, Assistant Lecturers Researchers
Terms of employment:	Permanent and subject to six (6) months' probation

PURPOSE OF JOB

To teach, supervise, promote research studies, disseminate research findings, participate in Community Service.

KEY FUNCTIONS

- Prepare well-researched lectures and delivering them to undergraduate and postgraduate students.
- Set tests, examinations and course work in accordance with University policy and regulations.
- Administer and invigilate tests and examinations according to University policy and regulations.
- Mark tests, course works and examination scripts, compiling and grading examination results in accordance with University policy and regulations.
- Guide and advice students on their academic performance.
- Conduct research and disseminating research findings through conferences, seminars and publications.
- Supervise undergraduate and post graduate students undertaking research projects.
- Conduct seminars and tutorials.
- Mentor lecturers and Assistant Lecturer.

KEY OUTPUTS

- Lectures well researched and delivered.
- Research conducted and research findings disseminated through conferences, seminars and publications.
- Tests and examinations are invigilated.
- Seminars conducted.

- Tests, examinations and course work set, scripts marked and graded and results submitted on time.
- Students guided and advised on their performance.
- Lecturers and Assistant Lecturers mentored

PERSON SPECIFICATIONS

- Should have a PhD degree in any Relevant field in Physics
- Should have at least five (5) years of teaching experience at any level in institution of higher level.
- Should have at least three (3) internationally recognized peer reviewed publications in the field of specialization.
- Should have supervised one (1) graduate student to completion.
- Being a registered professional is an added advantage for.
- Demonstrated computer literacy.

Job reference:	Muni RE-ADVERT: REF/MU/ACD 2.4/2019
JOB TITLE:	SENIOR LECTURER- CHEMISTRY (Majoring in Inorganic or Physical Chemistry)
Number of Posts	(1 Post)
Salary Scale:	(M5)
Responsible to:	Head of Department
Responsible for:	Lecturer, Assistant Lecturers Researchers
Terms of employment:	Permanent and subject to six (6) months' probation

PURPOSE OF JOB

To teach, supervise, promote research studies, disseminate research findings, participate in Community Service.

KEY FUNCTIONS

- Prepare well-researched lectures and delivering them to undergraduate and postgraduate students.
- Set tests, examinations and course work in accordance with University policy and regulations.
- Administer and invigilate tests and examinations according to University policy and regulations.
- Mark tests, course works and examination scripts, compiling and grading examination results in accordance with University policy and regulations.
- Guide and advice students on their academic performance.
- Conduct research and disseminating research findings through conferences, seminars and publications.
- Supervise undergraduate and post graduate students undertaking research projects.
- Conduct seminars and tutorials.
- Mentor lecturers and Assistant Lecturer.

KEY OUTPUTS

- Lectures well researched and delivered.
- Research conducted and research findings disseminated through conferences, seminars and publications.
- Tests and examinations are invigilated.
- Seminars conducted.
- Tests, examinations and course work set, scripts marked and graded and results submitted on time.
- Students guided and advised on their performance.
- Lecturers and Assistant Lecturers mentored

PERSON SPECIFICATIONS

- Should have a PhD degree in Chemistry (Majoring in Inorganic or Physical Chemistry)
- Should have at least five (5) years of teaching experience at any level in institution of higher level.
- Should have at least three (3) internationally recognized peer reviewed publications in the field of specialization.
- Should have supervised one (1) graduate student to completion.
- Being a registered professional is an added advantage for.
- Demonstrated computer literacy.

Job reference:	Muni NEW ADVERT: REF/MU/ACD 3.4/2019
JOB TITLE:	SENIOR LECTURER- MATHEMATICS (Majoring in Pure Mathematics)
Number of Posts	(1 Post)
Salary Scale:	(M5)
Responsible to:	Head of Department
Responsible for:	Lecturer, Assistant Lecturers Researchers
Terms of employment:	Permanent and subject to six (6) months' probation

PURPOSE OF JOB

To teach, supervise, promote research studies, disseminate research findings, participate in Community Service.

KEY FUNCTIONS

- Prepare well-researched lectures and delivering them to undergraduate and postgraduate students.
- Set tests, examinations and course work in accordance with University policy and regulations.
- Administer and invigilate tests and examinations according to University policy and regulations.
- Mark tests, course works and examination scripts, compiling and grading examination results in accordance with University policy and regulations.
- Guide and advice students on their academic performance.
- Conduct research and disseminating research findings through conferences, seminars and publications.
- Supervise undergraduate and post graduate students undertaking research projects.
- Conduct seminars and tutorials.
- Mentor lecturers and Assistant Lecturer.

KEY OUTPUTS

- Lectures well researched and delivered.
- Research conducted and research findings disseminated through conferences, seminars and publications.
- Tests and examinations are invigilated.
- Seminars conducted.
- Tests, examinations and course work set, scripts marked and graded and results submitted on time.
- Students guided and advised on their performance.
- Lecturers and Assistant Lecturers mentored

PERSON SPECIFICATIONS

- Should have a PhD degree in Mathematics (Majoring in Majoring in Pure Mathematics)
- Should have at least five (5) years of teaching experience at any level in institution of higher level.
- Should have at least three (3) internationally recognized peer reviewed publications in the field of specialization.
- Should have supervised one (1) graduate student to completion.
- Being a registered professional is an added advantage for.
- Demonstrated computer literacy.

Job Reference:	Muni. ADVERT MU/ACD/4.4/2019
JOB TITLE:	ASSISTANT LECTURER –Biology (Majoring in Molecular Biology)
Number of Vacancies	(1 Posts)
Salary Scale:	(M6.2)
Responsible to:	Head of Department
Terms of employment:	Permanent and subject to six (6) months' probation

PURPOSE OF THE JOB

Assist the Senior Staff in teaching undergraduate students.

KEY FUNCTIONS

- Assists in preparing lectures and conducting lectures to undergraduate students.
- Assists in setting tests, examinations and coursework according to University standards.
- Assists in marking tests and examinations scripts and compile results according to grading standards of the University.

- Assists in administering and invigilate tests, examinations and coursework according to University standards.
- Assists in supervising students undertaking research in line with the University's guidelines and regulations.

KEY OUTPUTS

- Lectures prepared and delivered to undergraduate students.
- Tests, examinations and coursework set, marked and results compiled.
- Tests, examinations and coursework administered.
- Students undertaking research Supervised in line with the University's guidelines and regulations.

PERSON SPECIFICATIONS

- Should have at least a Masters' degree Biology (Majoring in in **Molecular**), from a recognized Institution.
- First Class or Second class Upper Bachelor of Science degree in Biology or Bachelor of Science with Education (Majoring in Biology) is a Must.
- Should have a high level of academic potential to pursue higher degrees.
- Must be registered with the relevant profession body.
- Demonstrated computer and communication skills.

Job Reference:	Muni. ADVERT MU/ACD/4.5/2019
JOB TITLE:	ASSISTANT LECTURER –Chemistry (Majoring in inorganic Chemistry)
Number of Vacancies	(1 Posts)
Salary Scale:	(M6.2)
Responsible to:	Head of Department
Terms of employment:	Permanent and subject to six (6) months' probation

PURPOSE OF THE JOB

Assist the Senior Staff in teaching undergraduate students.

KEY FUNCTIONS

- Assists in preparing lectures and conducting lectures to undergraduate students.
- Assists in setting tests, examinations and coursework according to University standards.
- Assists in marking tests and examinations scripts and compile results according to grading standards of the University.

- Assists in administering and invigilate tests, examinations and coursework according to University standards.
- Assists in supervising students undertaking research in line with the University's guidelines and regulations.

KEY OUTPUTS

- Lectures prepared and delivered to undergraduate students.
- Tests, examinations and coursework set, marked and results compiled.
- Tests, examinations and coursework administered.
- Students undertaking research Supervised in line with the University's guidelines and regulations.

PERSON SPECIFICATIONS

- Should have at least a Masters' degree in Chemistry (Majoring in inorganic Chemistry) from a recognized Institution.
- First Class or Second class Upper Bachelor of Science degree in Chemistry or Bachelor of Science with Education (Majoring in Chemistry) is a Must.
- Should have a high level of academic potential to pursue higher degrees.
- Must be registered with the relevant profession body.
- Demonstrated computer and communication skills.

Job Reference:	Muni. ADVERT MU/ACD/4.6/2019
JOB TITLE:	ASSISTANT LECTURER –Physics (Majoring in Theoretical or Computational Physics, or Geophysics, or Astrophysics or Condenses Physics)
Number of Vacancies	(1 Posts)
Salary Scale:	(M6.2)
Responsible to:	Head of Department
Terms of employment:	Permanent and subject to six (6) months' probation

PURPOSE OF THE JOB

Assist the Senior Staff in teaching undergraduate students.

KEY FUNCTIONS

- Assists in preparing lectures and conducting lectures to undergraduate students.
- Assists in setting tests, examinations and coursework according to University standards.
- Assists in marking tests and examinations scripts and compile results according to grading standards of the University.

- Assists in administering and invigilate tests, examinations and coursework according to University standards.
- Assists in supervising students undertaking research in line with the University's guidelines and regulations.

KEY OUTPUTS

- Lectures prepared and delivered to undergraduate students.
- Tests, examinations and coursework set, marked and results compiled.
- Tests, examinations and coursework administered.
- Students undertaking research Supervised in line with the University's guidelines and regulations.

PERSON SPECIFICATIONS

- Should have at least a Masters' degree Physics (Majoring in Theoretical or Computational Physics, or Geophysics, or Astrophysics or Condenses Physics) from a recognized Institution.
- First Class or Second class Upper Bachelor of Science degree in Physics or Bachelor of Science with Education (Majoring in Physics) is a Must.
- Should have a high level of academic potential to pursue higher degrees.
- Must be registered with the relevant profession body.
- Demonstrated computer and communication skills.

Job Reference:	Muni. ADVERT MU/ACD/4.7/2019
JOB TITLE:	Assistant Lecturer in Mathematics (Majoring in Applied Mathematics)
Number of Vacancies	(1 Posts)
Salary Scale:	(M6.2)
Responsible to:	Head of Department
Terms of employment:	Permanent and subject to six (6) months' probation

PURPOSE OF THE JOB

Assist the Senior Staff in teaching undergraduate students.

KEY FUNCTIONS

- Assists in preparing lectures and conducting lectures to undergraduate students.
- Assists in setting tests, examinations and coursework according to University standards.
- Assists in marking tests and examinations scripts and compile results according to grading standards of the University.

- Assists in administering and invigilate tests, examinations and coursework according to University standards.
- Assists in supervising students undertaking research in line with the University's guidelines and regulations.

KEY OUTPUTS

- Lectures prepared and delivered to undergraduate students.
- Tests, examinations and coursework set, marked and results compiled.
- Tests, examinations and coursework administered.
- Students undertaking research Supervised in line with the University's guidelines and regulations.

PERSON SPECIFICATIONS

- Should have at least a Masters' degree Assistant Lecturer in Mathematics (Majoring in Applied Mathematics) from a recognized Institution.
- First Class or Second class Upper Bachelor of Science degree in Mathematics or Bachelor of Science with Education (Majoring in Mathematics) is a Must.
- Should have a high level of academic potential to pursue higher degrees.
- Must be registered with the relevant profession body.
- Demonstrated computer and communication skills.

FACULTY OF AGRICULTURE AND ENVIRONMENTAL SCIENCE

Job Reference: Muni. ADVERT MU/ACD/8.4/2019
JOB TITLE: Assistant Lecturer in Soil Science
Number of Vacancies (1 Posts)
Salary Scale: (M6.2)
Responsible to: Head of Department
Terms of employment: Permanent and subject to six (6) months' probation

PURPOSE OF THE JOB

Assist the Senior Staff in teaching undergraduate students.

KEY FUNCTIONS

- Assists in preparing lectures and conducting lectures to undergraduate students.
- Assists in setting tests, examinations and coursework according to University standards.
- Assists in marking tests and examinations scripts and compile results according to grading standards of the University.
- Assists in administering and invigilate tests, examinations and coursework according to University standards.
- Assists in supervising students undertaking research in line with the University's guidelines and regulations.

KEY OUTPUTS

- Lectures prepared and delivered to undergraduate students.
- Tests, examinations and coursework set, marked and results compiled.
- Tests, examinations and coursework administered.
- Students undertaking research Supervised in line with the University's guidelines and regulations.

PERSON SPECIFICATIONS

- Should have at least a Masters' degree in Soil Sciences or in Physical Land Resources from a recognized University.
- First Class or Second class Upper Bachelor of Science degree in Agriculture (majoring in Soil Sciences) or Bachelor of Land Use and management is a Must.
- Having knowledge and experience in writing Fundable Research grants proposal is an added advantage.
- Excellency in statistical data analyses packages: R, Genstat etc. is an added advantage.
- Experience in or both field based and laboratory research for at least One (1) in area of specialization is an added advantage.

- Having at least one (1) publication in an internationally recognized peer reviewed journals in the field of specialization is an added advantage.
- Having knowledge and experience in writing Fundable Research grants proposal is an added advantage.
- Should have a high level of academic potential to pursue higher degrees.
- Must be registered with the relevant profession body.
- Demonstrated computer and communication skills.

Job Reference: Muni. ADVERT MU/ACD/9.4/2019
JOB TITLE: Assistant Lecturer in Agricultural Engineering
Number of Vacancies (1 Posts)
Salary Scale: (M6.2)
Responsible to: Head of Department
Terms of employment: Permanent and subject to six (6) months' probation

PURPOSE OF THE JOB

Assist the Senior Staff in teaching undergraduate students.

KEY FUNCTIONS

- Assists in preparing lectures and conducting lectures to undergraduate students.
- Assists in setting tests, examinations and coursework according to University standards.
- Assists in marking tests and examinations scripts and compile results according to grading standards of the University.
- Assists in administering and invigilate tests, examinations and coursework according to University standards.
- Assists in supervising students undertaking research in line with the University's guidelines and regulations.

KEY OUTPUTS

- Lectures prepared and delivered to undergraduate students.
- Tests, examinations and coursework set, marked and results compiled.
- Tests, examinations and coursework administered.
- Students undertaking research Supervised in line with the University's guidelines and regulations.

PERSON SPECIFICATIONS

- Should have at least a Masters' degree in Agricultural Engineering or in Water Resources Engineering from a recognized University.
- First Class or Second class Upper Bachelor of Science degree in Agricultural Engineering or Agricultural Mechanization and Irrigation engineering is a Must.
- Having knowledge and experience in writing Fundable Research grants proposal is an added advantage.
- Excellency in statistical data analyses packages: R, Genstat etc. is an added advantage.
- Knowledge and Skills in GIS, GPS is an added advantage.
- Experience in or both field based and laboratory research for at least One (1) in area of specialization is an added advantage.
- Having at least one (1) publication in an internationally recognized peer reviewed journals in the field of specialization is an added advantage.
- Having knowledge and experience in writing Fundable Research grants proposal is an added advantage.
- Should have a high level of academic potential to pursue higher degrees.
- Demonstrated computer and communication skills.

Job reference:	Muni NEW ADVERT: REF/MU/ADM/10.4/2019
JOB TITLE:	LABORATORY TECHNICIAN SOIL SCIENCE
Number of Posts	(1 Post)
Salary Scale:	(M12)
Responsible to:	HEAD OF DEPARTMENT
Terms of employment:	Permanent and subject to six (6) months' Probation

PURPOSE OF THE JOB:

To carry out basic laboratory diagnosis and as well as set the laboratory for practical sessions and examinations.

KEY FUNCTIONS

- Prepares Laboratory Facility for routine investigations.
- Set the laboratory for practical sessions and examinations
- Maintain the laboratory and equipment in good working condition
- Ensure the students and staff access the laboratory when needed

- Carries out basic laboratory tests and submit reports to the requesting Head of department.
- Ensures quality assurance practices in laboratories in line with the Infection Control Policy Guideline.
- Requisitions for the weekly Laboratory supplies and keeps a record of the stock.
- Compiles and submits daily laboratory reports.
- Timely reports damages on the Laboratory equipment.
- Ensures routine maintenance of Laboratory equipment.
- Carries out routine infection control procedure (sterilizing, disposal of medical waste, incineration and disinfection).

KEY OUTPUTS

- Laboratory prepared for exams and practical sessions
- Laboratory supplies records of stock are kept.
- Laboratory Supplies requisitioned and accounted for.
- Daily laboratory reports are kept.
- Laboratory safety and quality assurance practices are observed.
- Routine maintenance schedule of Laboratory equipment is prepared.

PERSON SPECIFICATIONS

- A Minimum of Diploma in Science Laboratory Technology (Soil Science option) or Bachelor of Science in Agriculture (Soil Science Option) from a recognized Training institution.
- Should have attained either First class or Second-Class upper diploma Degree.
- Basic knowledge and experience in molecular biology is an added advantage.
- Should have three (3) years' relevant experience.
- Should have a strong leadership, communication, counseling skills and interpersonal skills.
- Demonstrated Computer Literacy.
- High level of integrity.

Job reference:	Muni NEW ADVERT: REF/MU/ADM/11.4/2019
JOB TITLE:	LABORATORY TECHNICIAN CROP SCIENCE
Number of Posts	(1 Post)
Salary Scale:	(M12)
Responsible to:	HEAD OF DEPARTMENT
Terms of employment:	Permanent and subject to six (6) months' Probation

PURPOSE OF THE JOB:

To carry out basic laboratory diagnosis and as well as set the laboratory for practical sessions and examinations.

KEY FUNCTIONS

- Prepares Laboratory Facility for routine investigations.
- Set the laboratory for practical sessions and examinations
- Maintain the laboratory and equipment in good working condition
- Ensure the students and staff access the laboratory when needed
- Carries out basic laboratory tests and submit reports to the requesting Head of department.
- Ensures quality assurance practices in laboratories in line with the Infection Control Policy Guideline.
- Requisitions for the weekly Laboratory supplies and keeps a record of the stock.
- Compiles and submits daily laboratory reports.
- Timely reports damages on the Laboratory equipment.
- Ensures routine maintenance of Laboratory equipment.
- Carries out routine infection control procedure (sterilizing, disposal of medical waste, incineration and disinfection).

KEY OUTPUTS

- Laboratory prepared for exams and practical sessions
- Laboratory supplies records of stock are kept.
- Laboratory Supplies requisitioned and accounted for.
- Daily laboratory reports are kept.
- Laboratory safety and quality assurance practices are observed.
- Routine maintenance schedule of Laboratory equipment is prepared.

PERSON SPECIFICATIONS

- A Minimum of Diploma in Science Laboratory Technology (Crop Science option) or Bachelor of Science in Agriculture (Crop Science Option) from a recognized Training institution.
- Should have attained either First class or Second-Class upper diploma or Degree.
- Basic knowledge and experience in molecular biology is an added advantage.
- Should have three (3) years' relevant experience.
- Should have a strong leadership, communication, counseling skills and interpersonal skills.
- Demonstrated Computer Literacy.
- High level of integrity.

Job reference:	Muni NEW ADVERT: REF/MU/ADM/12.4/2019
JOB TITLE:	LABORATORY TECHNICIAN -ANIMAL SCIENCE
Number of Posts	(1 Post)
Salary Scale:	(M12)
Responsible to:	HEAD OF DEPARTMENT
Terms of employment:	Permanent and subject to six (6) months' Probation

PURPOSE OF THE JOB:

To carry out basic laboratory diagnosis and as well as set the laboratory for practical sessions and examinations.

KEY FUNCTIONS

- Prepares Laboratory Facility for routine investigations.
- Set the laboratory for practical sessions and examinations
- Maintain the laboratory and equipment in good working condition
- Ensure the students and staff access the laboratory when needed
- Carries out basic laboratory tests and submit reports to the requesting Head of department.
- Ensures quality assurance practices in laboratories in line with the Infection Control Policy Guideline.
- Requisitions for the weekly Laboratory supplies and keeps a record of the stock.
- Compiles and submits daily laboratory reports.
- Timely reports damages on the Laboratory equipment.
- Ensures routine maintenance of Laboratory equipment.
- Carries out routine infection control procedure (sterilizing, disposal of medical waste, incineration and disinfection).

KEY OUTPUTS

- Laboratory prepared for exams and practical sessions
- Laboratory supplies records of stock are kept.
- Laboratory Supplies requisitioned and accounted for.
- Daily laboratory reports are kept.
- Laboratory safety and quality assurance practices are observed.
- Routine maintenance schedule of Laboratory equipment is prepared.

PERSON SPECIFICATIONS

- A Minimum of Diploma in Science Laboratory Technology (Animal Science option) or Bachelor of Science in Agriculture (Animal Science Option) from a recognized Training institution.
- Should have attained either First class or Second-Class upper diploma or Degree.

- Basic knowledge and experience in molecular biology is an added advantage.
- Should have three (3) years' relevant experience.
- Should have a strong leadership, communication, counseling skills and interpersonal skills.
- Demonstrated Computer Literacy.
- High level of integrity.

FACULTY OF MANAGEMENT SCIENCE

Job reference:	Muni NEW ADVERT: REF/MU/ACD/13.4/2019
JOB TITLE:	SENIOR LECTURER- Accounting and Finance
Number of Posts	(1 Post)
Salary Scale:	(M5)
Responsible to:	Head of Department
Responsible for:	Lecturers, Assistant Lecturers Researchers
Terms of employment:	Permanent and subject to six (6) months' probation

PURPOSE OF JOB

To teach, supervise, promote research studies, disseminate research findings, participate in Community Service.

KEY FUNCTIONS

- Prepare well-researched lectures and delivering them to undergraduate and postgraduate students.
- Set tests, examinations and course work in accordance with University policy and regulations.
- Administer and invigilate tests and examinations according to University policy and regulations.
- Mark tests, course works and examination scripts, compiling and grading examination results in accordance with University policy and regulations.
- Guide and advice students on their academic performance.
- Conduct research and disseminating research findings through conferences, seminars and publications.
- Supervise undergraduate and post graduate students undertaking research projects.
- Conduct seminars and tutorials.
- Mentor lecturers and Assistant Lecturer.

KEY OUTPUTS

- Lectures well researched and delivered.
- Research conducted and research findings disseminated through conferences, seminars and publications.
- Tests and examinations are invigilated.
- Seminars conducted.
- Tests, examinations and course work set, scripts marked and graded and results submitted on time.
- Students guided and advised on their performance.
- Lecturers and Assistant Lecturers mentored

PERSON SPECIFICATIONS

- Should have a PhD in the field of Accounting and Finance.

- Should have at least five (5) years of teaching experience at any level in institution of higher level.
- Should have at least three (3) internationally recognized peer reviewed publications in the field of specialization.
- Should have supervised one (1) graduate student to completion.
- Demonstrated computer literacy.

FACULTY OF EDUCATION

Job reference:	Muni NEW ADVERT: REF/MU/ACD 14.4/2019
JOB TITLE:	SENIOR LECTURER- Educational Planning and Management
Number of Posts	(1 Post)
Salary Scale:	(M5)
Responsible to:	Head of Department
Responsible for:	Lecturer, Assistant Lecturers Researchers
Terms of employment:	Permanent and subject to six (6) months' probation

PURPOSE OF JOB

To teach, supervise, promote research studies, disseminate research findings, participate in Community Service.

KEY FUNCTIONS

- Prepare well-researched lectures and delivering them to undergraduate and postgraduate students.
- Set tests, examinations and course work in accordance with University policy and regulations.
- Administer and invigilate tests and examinations according to University policy and regulations.
- Mark tests, course works and examination scripts, compiling and grading examination results in accordance with University policy and regulations.
- Guide and advice students on their academic performance.
- Conduct research and disseminating research findings through conferences, seminars and publications.
- Supervise undergraduate and post graduate students undertaking research projects.
- Conduct seminars and tutorials.
- Mentor lecturers and Assistant Lecturer.

KEY OUTPUTS

- Lectures well researched and delivered.
- Research conducted and research findings disseminated through conferences, seminars and publications.
- Tests and examinations are invigilated.
- Seminars conducted.
- Tests, examinations and course work set, scripts marked and graded and results submitted on time.
- Students guided and advised on their performance.
- Lecturers and Assistant Lecturers mentored

PERSON SPECIFICATIONS

- Should have a PhD in Educational Planning and management.

- Should have at least five (5) years of teaching experience at any level in institution of higher level.
- Should have at least three (3) internationally recognized peer reviewed publications in the field of specialization.
- Should have supervised one (1) graduate student to completion.
- Demonstrated computer literacy.

FACULTY OF TECHNO-SCIENCE

Job Reference:	Muni. ADVERT MU/ACD/15.4/2019
JOB TITLE:	LECTURER – Computer Science or Software Engineering or Electrical Engineering or Computer Engineer
Number of Vacancies	(1 Post)
Salary Scale:	(M6.1)
Responsible to:	Head of Department
Terms of employment:	Permanent and subject to six (6) months' probation

PURPOSE OF THE JOB

To teach, supervise, promote research studies and disseminate research findings.

KEY FUNCTIONS

- Prepare lectures and conduct lectures to undergraduate and postgraduate students.
- Conduct researches and disseminate research findings.
- Supervise students undertaking research.
- Conducting seminars.
- Set tests, examinations and course work according to University standards.
- Administer and invigilate tests, course works and examinations according to University standards.
- Mark tests and examinations scripts and compile results according to approved grading standards of the University.
- Writes competitive fundable research grants.
- Mentor Junior staffs in area of Research.
- Participates in curriculum review.
- Attend to students' inquiries and academic issues.

KEY OUTPUTS

- Lesson plans prepared and Lectures delivered according to the time table.
- Fundable research proposals prepared and approved.
- Research conducted and research findings disseminated/published.
- Students undertaking research supervised.
- Seminars conducted.
- Tests, examinations and course work set, marked and results compiled.
- Fundable Research grants applied for.
- Junior Staff and students Mentored.

PERSON SPECIFICATIONS

- Should have a Master's degree in Computer Science or Software Engineering or Electrical Engineering or Computer Engineer.

- Should hold a PhD or must be on a PhD track in the area of Computer Science or Software Engineering or Electrical Engineering or Computer Engineer.
- First Class or Second class Upper Bachelor's Degree in Computer Science or Software Engineering or Electrical Engineering or Computer Engineer.
- Should have at least three (3) years' teaching experience in the field of specialization.
- Having knowledge and experience in writing Fundable Research grants proposal is an added advantage.
- Demonstrate computer literacy.

Job Reference: Muni. ADVERT MU/ACD/16.4/2019
JOB TITLE: Assistant Lecturer in Computer Science or Software Engineering or Electrical Engineering or Computer Engineer
Number of Vacancies (1 Posts)
Salary Scale: (M6.2)
Responsible to: Head of Department
Terms of employment: Permanent and subject to six (6) months' probation

PURPOSE OF THE JOB

Assist the Senior Staff in teaching undergraduate students.

KEY FUNCTIONS

- Assists in preparing lectures and conducting lectures to undergraduate students.
- Assists in setting tests, examinations and coursework according to University standards.
- Assists in marking tests and examinations scripts and compile results according to grading standards of the University.
- Assists in administering and invigilate tests, examinations and coursework according to University standards.
- Assists in supervising students undertaking research in line with the University's guidelines and regulations.

KEY OUTPUTS

- Lectures prepared and delivered to undergraduate students.
- Tests, examinations and coursework set, marked and results compiled.
- Tests, examinations and coursework administered.
- Students undertaking research Supervised in line with the University's guidelines and regulations.

PERSON SPECIFICATIONS

- Should have at least a Masters' degree in Computer Science or Software Engineering or Electrical Engineering or Computer Engineer from a Recognized University.
- First Class or Second class Upper Bachelor of Science degree in Computer Science or Software Engineering or Electrical Engineering or Computer Engineer is a Must.
- Having knowledge and experience in writing Fundable Research grants proposal is an added advantage.
- Having at least one (1) publication in an internationally recognized peer reviewed journals in the field of specialization is an added advantage.
- Should have a high level of academic potential to pursue higher degrees.
- Demonstrated computer and communication skills.