



Lupane State University

Building Communities through Knowledge

VACANCY NOTICE

INTERNAL ADVERT

Applications are invited from suitably qualified and experienced candidates for the following post:

1. REGISTRAR'S DEPARTMENT

Student Affairs Section

House Keeper (6 Posts)

Qualifications and Experience

- The ideal candidate should have attended secondary school.
- Have experience in cleaning in an educational institution.
- The candidate should be able to work under pressure with minimum supervision.

Duties and Responsibilities

- Cleaning students' rooms, bathrooms, toilets and corridors.
- Washing and ironing hostel linen.
- Assisting in check in, and check out of students at the hostels.
- Performing any other duties as assigned by the supervisor from time to time

APPLICATIONS

The application should consist of the application letter, Curriculum Vitae giving full personal details including full names, place and date of birth, qualifications, experience, present salary, date of availability, names, e-mail addresses and telephone numbers of at least three referees, certified copies of educational certificates, birth certificate and National Identity Card.

The Application letter must be hand delivered to:

The Senior Assistant Registrar
Human Resources Section
Lupane State University
1st Floor, Faculty of Agricultural Sciences Building
Off. Victoria Falls Road
LUPANE

The closing date for the receipt of applications is **Monday 26 August 2024. Only shortlisted candidates will be contacted.**