



Lupane State University
Building Communities through Knowledge

Vacancy Notice

Applicants are invited from suitably qualified and experienced candidates for the following posts:

1. VICE-CHANCELLOR'S OFFICE

Quality Assurance Directorate

Institutional Analyst /Senior Institutional Analyst (1 Post)

Qualifications and Experience

The incumbent must be a holder of a Master's Degree, preferably with a quality management background and should have at least eight (8) years University teaching and research experience. Familiarity with quality assurance practices in Universities and a PhD from a recognised and reputable University will be added advantages.

Duties and Responsibilities

The Institutional Analyst/Senior Institutional Analyst shall be responsible for assisting the Director, Quality Assurance in institutional quality assurance and enhancement through:

- Capacity building for quality assurance and enhancement of academic provision and support services.
- Assisting Faculties and Service Administrative Departments in developing, reviewing and implementing quality assurance procedures and processes.
- Monitoring and evaluating the quality of academic provision in all faculties; teaching, learning and research.
- Monitoring and evaluating quality of support service provision by all non-teaching departments.
- Performing University/Community service.
- Initiating and supporting resource mobilisation interventions in the Directorate.
- Practicing scholarship and research on quality assurance and enhancement.

Information & Communication Technology Services

Web Master (1 Post)

Qualifications and Experience

Applicants must hold an Honours Degree in Computer Science or its equivalent. Knowledge of C# and PHP as well as Linux. Professional certification will be an added advantage. Minimum of two years' experience.

Duties and Responsibilities

- Designs and maintains the University's websites
- Linux and Proxy configurations
- Security of University's systems
- Developing the University's digital footprint and assisting in developing marketing related graphics and content
- Developing new web capabilities for the University's websites

2. FACULTY OF COMMERCE

Department of Business Management

Lectureship/Senior Lectureship/ Associate Professorship/Professorship (1 Post)

Qualifications and Experience

Applicants must hold a good Honours Degree in Purchasing and Supply Management or related subject area, passed with at least an upper second class as well as a Masters degree in Purchasing and Supply Management or equivalent. A PhD will be a distinct advantage.

Applicants must be able to lecture effectively in the following courses at undergraduate level:

- Public Procurement
- Storage and Inventory Management
- Transport and logistics Management;
- Legal Aspects of Purchasing and Supply Chain
- Risk Management and Operations Management in the Supply Chain.

Applications

Interested and qualified persons should submit six (6) sets of applications each consisting of the application letter, certified copies of educational and professional certificates and Curriculum Vitae giving full personal details including full names, place and dates of birth, qualifications, experience, present salary, date of availability, names, e-mail addresses and telephone numbers of at least three referees. Applications should be sent through post or hand delivered to any of the following addresses:-

Senior Assistant Registrar **or**
Human Resources Section
Lupane State University
1st Floor Faculty of Agricultural Sciences Building
Lupane Main Campus
P O Box 170
LUPANE

Senior Assistant Registrar
Human Resources Section
Lupane State University
3rd Floor CBZ Building
Cnr 10th Avenue/Fife Street
P.O. Box AC 255, Ascot
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The closing date for the receipt of applications is Friday, 05 April 2019. **Only shortlisted candidates will be contacted.**