



THE UNIVERSITY OF ZAMBIA

EMPLOYMENT OPPORTUNITIES

Applications are invited from suitably qualified and experienced persons for the following positions at the University of Zambia:

SCHOOL OF HUMANITIES AND SOCIAL SCIENCES

JOB TITLE: Lecturer, Economics (2 Positions)

PURPOSE: Responsible for teaching, conducting research and carrying out other academic related tasks.

QUALIFICATIONS:

- Grade 12 certificate or its equivalent;
- Bachelor's degree in Economics with at least a merit from a reputable University;
- Master's degree (taught) in Economics from a reputable University;
- PhD in Economics;
- At least two (2) years teaching or research experience at College or University level;
- Must have proof of some publications;
- Must be computer literate.

SCHOOL OF LAW

JOB TITLE: Lecturer, Law (2 Positions)

PURPOSE: Responsible for teaching, conducting research and carrying out other academic related tasks.

QUALIFICATIONS:

- Grade 12 Certificate or its equivalent;
- Bachelor's degree in Law with at least a merit from a reputable University;
- Master's degree (taught) in Law from a reputable University;
- PhD in Law from a reputable University;
- International legal experience will be an added advantage;
- Admission to practice law in Zambia or any common law jurisdiction will be an added advantage.

SCHOOL OF NURSING SCIENCES

JOB TITLE: Lecturer, Biochemistry (1 Position)

PURPOSE: Responsible for teaching, conducting research and carrying out other academic related tasks.

QUALIFICATIONS:

- Grade 12 certificate or its equivalent;
- Bachelor of Science degree in Nursing with at least a merit from a reputable University;
- Master's degree (taught) in Biochemistry or in a related field from a reputable University;
- PhD in Biochemistry or in a related field;
- At least two (2) years teaching experience at College or University;
- Must have proof of some publications;
- Must have proof of valid practicing licence;
- Must be computer literate.

JOB TITLE: Lecturer, Oncology Nursing (1 Position)

PURPOSE: Responsible for teaching, conducting research and carrying out other academic related tasks.

QUALIFICATIONS:

- Grade 12 certificate or its equivalent.
- Bachelor of Science degree in Nursing with at least a merit from a reputable University;
- Master of Science degree (taught) in Oncology Nursing or in a related field from a reputable University;
- PhD in Oncology Nursing or in a related field;
- At least two (2) years teaching experience at College or University level;
- Must have proof of some Publications;
- Must have proof of valid practicing licence;
- Must be computer literate.

JOB TITLE: Lecturer, Nursing Management and Leadership (1 Position)

PURPOSE: Responsible for teaching, conducting research and carrying out other academic related tasks.

QUALIFICATIONS:

- Grade 12 certificate or its equivalent;
- Bachelor of Science degree in Nursing with at least a merit from a reputable University;
- Masters degree (taught) in Nursing Management or Health Services Management from a reputable University;
- PhD in Nursing Management or Health Services Management;
- At least two (2) years teaching experience at College or University level;
- Must have proof of some Publications;
- Must have proof of valid practicing licence;
- Must be computer literate.

SCHOOL OF MINES

JOB TITLE: Senior Lecturer, Associate Professor/Professor - Structural Geology and Tectonics/Geochemistry (1 Position)

PURPOSE: Responsible for teaching, conducting research and carrying out other academic related tasks.

QUALIFICATIONS:

- Grade 12 certificate or its equivalent;
- Bachelor of Mineral Science degree in Geology with at least a merit from a reputable University;
- Master's degree (taught) in Mineral Science/Master of Science in Geology or in a related field from a reputable University;
- PhD in Structural Geology and Tectonics/Geochemistry;
- At least five (5) years teaching experience at College or University level;
- Must have proof of some Publications;
- Must be computer literate

JOB TITLE: Lecturer/Senior Lecturer/Associate Professor – Geophysics (1 Position)

PURPOSE: Responsible for teaching, conducting research and carrying out other academic related tasks.

QUALIFICATIONS:

- Grade 12 certificate or its equivalent;
- Bachelor of Mineral Science degree in Geology/Geophysics with at least a merit from a reputable University;
- Master's degree (taught) in Mineral Science/Master of Science (Geology) or in a related field from a reputable University;
- PhD in Geophysics/Applied Geophysics;
- At least three (3) years teaching experience at College or University level;
- Must have proof of some Publications;
- Must be computer literate

JOB TITLE: Technologist, Metallurgy and Mineral Processing (1 Position)

PURPOSE: To provide technical support to the department in carrying out technical and academic activities.

- Providing technical and academic support to the Department;
- Supervising all technical staff in the Department;
- Demonstrating laboratory practical to undergraduate students;
- Serving as custodian of laboratory property;
- Preparing and ensuring timely production of laboratory manuals and report books;
- Preparing the budget for laboratory requirements for the Department.

QUALIFICATIONS:

- Grade 12 certificate or its equivalent;
- Diploma in Metallurgy or HND from a reputable learning institution;
- At least three (3) years relevant practical experience in a mining industry/ laboratory environment;
- Must be computer literate;
- Member of Engineering Institute of Zambia.

GRADUATE SCHOOL OF BUSINESS

A. FULL-TIME LECTURERS

JOB TITLE: Lecturer, Business and Management (1 Position)

PURPOSE: Responsible for teaching, conducting research and carrying out other academic related tasks.

QUALIFICATIONS:

- Grade 12 certificate or its equivalent;
- Bachelor's degree in Business Administration with at least a merit or in a related field from a reputable University;
- Master's degree (taught) in Business Administration from a reputable University;
- PhD in Business Administration or in a related field;
- At least five (5) years teaching or research experience at College or University level;
- Must have proof of some publications;
- Must be computer literate.

JOB TITLE: Lecturer, Banking and Finance (1 Position)

PURPOSE: Responsible for teaching, conducting research and carrying out other academic related tasks.

QUALIFICATIONS:

- Grade 12 certificate or its equivalent;
- Bachelor's degree in Banking and Finance with at least a merit from a reputable University;
- Master's degree (taught) in Banking and Finance or in a related field from a reputable University;
- PhD in Banking or Finance;
- At least three (3) years teaching experience at College or University;
- Must have proof of some publications;
- Must have proof of valid practicing licence;
- Must be computer literate.

JOB TITLE: Lecturer, Operations and Supply Chain Management (1 Position)

PURPOSE: Responsible for teaching, conducting research and carrying out other academic related tasks.

QUALIFICATIONS:

- Grade 12 certificate or its equivalent.
- Bachelor's degree in Operations Management, Purchasing or Supply Chain Management or in a related field with at least a merit from a reputable University;
- Master's degree (taught) in Operations Management or Supply Chain Management or in a related field from a reputable University;
- PhD in Operations Management or Supply Chain Management or in a related field;
- At least three (3) years teaching experience at College or University level;
- Must have proof of some publications; and
- Must be computer literate.

B. PART-TIME LECTURERS:

JOB TITLE: Part-Time Lecturer, Human Resource Management

PURPOSE: Teaching, conducting tutorials, marking assignments, invigilating examinations and marking examination scripts.

QUALIFICATIONS:

- Grade 12 Certificate or its equivalent;
- Bachelor's degree in Human Resource Management with at least a merit from a reputable University;
- Master's degree (taught) in Human Resource Management from a reputable University;
- PhD in Human Resource Management or in a related field would be an added advantage;
- Teaching or research experience at College or University level will be an added advantage.

JOB TITLE: Part-Time Lecturer, Business Management

PURPOSE: Teaching, conducting tutorials, marking assignments, invigilating examinations and marking examination scripts.

QUALIFICATIONS:

- Grade 12 Certificate or its equivalent;
- Bachelor of Business Management or Business Administration with at least a merit from a reputable University;
- Master's degree (taught) in Business Management or Business Administration from a reputable University;
- PhD in Business Administration or in a related field would be an added advantage;

- Teaching or research experience at College or University level will be an added advantage.

JOB TITLE: Part-Time Lecturer, Accounting

PURPOSE: Teaching, conducting tutorials, marking assignments, invigilating examinations and marking examination scripts.

QUALIFICATIONS:

- Grade 12 Certificate or its equivalent;
- Bachelor's degree in Accounting and Finance or Accounting with at least a merit from a reputable University;
- Master's degree (taught) in Accounting and Finance or Accounting from a reputable University;
- PhD in Accounting or Finance or in a related field would be an added advantage;
- Professional qualification in Accounting will be an added advantage;
- Teaching or research experience at College or University level will be an added advantage.

JOB TITLE: Part-Time Lecturer, Marketing

PURPOSE: Teaching, conducting tutorials, marking assignments, invigilating examinations and marking examination scripts.

QUALIFICATIONS:

- Grade 12 Certificate or its equivalent;
- Bachelor's degree in Marketing with at least a merit from a reputable University;
- Master's degree (taught) in Marketing from a reputable University;
- PhD in Marketing or in a related field would be an added advantage;
- Teaching or research experience at College or University level will be an added advantage.

JOB TITLE: Part-Time Lecturer, Entrepreneurship and Innovations Management

PURPOSE: Teaching, conducting tutorials, marking assignments, invigilating examinations and marking examination scripts.

QUALIFICATIONS:

- Grade 12 Certificate or its equivalent;
- Bachelor's degree in Entrepreneurship and Innovations Management or in a related field with at least a merit from a reputable University;
- Master's degree (taught) in Entrepreneurship and Innovations Management or in a related field from a reputable University;
- PhD in a related field would be an added advantage;
- Teaching or research experience at College or University level will be an added advantage.

JOB TITLE: Part-Time Lecturer, Transport and Logistics

PURPOSE: Teaching, conducting tutorials, marking assignments, invigilating examinations and marking examination scripts.

QUALIFICATIONS:

- Grade 12 Certificate or its equivalent;
- Bachelor's degree in Transport and Logistics with at least a merit from a reputable University;
- Master's degree (taught) in Transport and Logistics from a reputable University;
- PhD in Transport and Logistics or in a related field would be an added advantage;
- Teaching or research experience at College or University level will be an added advantage.

JOB TITLE: Part-Time Lecturer, Corporate Communications Management

PURPOSE: Teaching, conducting tutorials, marking assignments, invigilating examinations and marking examination scripts.

QUALIFICATIONS:

- Grade 12 Certificate or its equivalent;
- Bachelor's degree in Corporate Communications Management or Mass Communication or in a related field with at least a merit from a reputable University;
- Master's degree (taught) in Corporate Communications Management or Mass Communication or in a related field from a reputable University;
- PhD in a related field would be an added advantage;
- Teaching or research experience at College or University level will be an added advantage.

JOB TITLE: Part-Time Lecturer, Banking and Finance

PURPOSE: Teaching, conducting tutorials, marking assignments, invigilating examinations and marking examination scripts.

QUALIFICATIONS:

- Grade 12 Certificate or its equivalent.
- Bachelor's degree in Banking and Finance with at least a merit from a reputable University;
- Master's degree (taught) in Banking and Finance from a reputable University;
- PhD in Banking or Finance or in a related field would be an added advantage;
- Teaching or research experience at College or University level will be an added advantage.

CENTRE FOR INFORMATION AND COMMUNICATION TECHNOLOGIES (CICT)

JOB TITLE: Systems Analyst Programmer (1 Position)

PURPOSE: Responsible for planning, analyzing, designing and supporting existing systems

as well as responding to user's need for new systems.

RESPONSIBILITIES:

- Planning and analyzing database designs, system development and implementation in the University to ensure highest levels of data security and integrity and production of application software of high quality and professional standards;
- Carrying out systems documentations, systems inventory and tuning;
- Conducting training courses and seminars and providing consultancy to user departments so as to promote the exploitation of ICT facilities by user personnel;
- Keeping abreast with ICT development and general business practices in order to give appropriate guidance to users in the application of ICT;
- Providing support to user departments in the University so that applications development/installed meet the set standards and user requirements.

QUALIFICATIONS:

- Grade 12 certificate or its equivalent;
- Bachelors' degree in Computer Studies or ICT from a reputable University;
- At least two (2) years of working experience in system analysis and design;
- Experience in PHP, JAVA or ASP.NET frameworks will be an added advantage;
- Experience in software development projects will be an added advantage;
- Membership to Information Communication Technology Society of Zambia or any other related professional body is required.

LIEMPE FARM

JOB TITLE: Foreman – Crops (1 Position)

PURPOSE: Responsible for planning and coordinating farming activities in the Department.

RESPONSIBILITIES:

- Supervising subordinate staff;
- Ensuring adequate preparation of work sites and all the relevant logistics required to undertake work;
- Under the direct supervision of the Farm Manager, planning, monitoring/evaluation & work organisation;
- Providing logistical support to lecturers and students conducting research in the area of crop science.

QUALIFICATIONS:

- Grade 12 School Certificate or its equivalent;
- Diploma in Agricultural Sciences majoring in Crop Science from a reputable learning institution;
- At least three (3) years post qualification experience in a mixed enterprise farm at senior management level;
- Must be ICT literate.

JOB TITLE: Foreman – Livestock (1 Position)

PURPOSE: Responsible for management of livestock, including care and feeding of livestock for business and agricultural research and development programmes.

RESPONSIBILITIES:

- Provide proper nutrition for livestock;
- Identify diseased and/or injured livestock; perform prescribed treatment;
- Maintain inventory of supplies and feed;
- Assist with purchases and budgeting for farm operations, as directed;
- Assist lecturers and student researchers as required;
- Inspect and confine pregnant livestock; wash, clip and assist animals in preparation for and delivery of offspring;
- Clean, maintain and sanitize buildings and grounds utilized by livestock.

QUALIFICATIONS:

- Grade 12 Certificate;
- Diploma in Agricultural Sciences with a major in Animal Science from a reputable learning institution;
- Three years post qualification experience in a mixed enterprise farm at senior management level.

PROCUREMENT AND SUPPLIES UNIT**JOB TITLE: Imports and Customs Officer (1 Position)**

PURPOSE: Responsible for managing all imports and customs in the University.

RESPONSIBILITIES:

- Coordinating the shipping and customs clearing of goods;
- Processing of VAT rebates from Ministry of Finance;
- Collecting and delivering of cleared goods to UNZA Central Stores;
- Coordinating and clearing of temporal importations for use in research programmes;
- Maintaining of all necessary registers for imports;
- Processing of overseas purchase requisitions.

QUALIFICATIONS:

- Grade 12 certificate or its equivalent;
- Advanced Diploma in Chartered Institute of Purchasing and Supply (CIPS) Level 5 from a reputable learning institution;
- Must be a member of the Zambia Institute of Purchasing and Supply (ZIPS);
- At least three (3) years relevant work experience in Purchasing or Customs Clearance;
- Must be computer literate.

REGISTRAR'S UNIT

JOB TITLE: Deputy Chief Security Officer (1 Position)

PURPOSE: Responsible for the planning and implementation of security strategies and safeguarding of University community members, stakeholders and property to create a crime free environment.

RESPONSIBILITIES:

- Assisting the Chief Security Officer in coordinating security administration and operations for the purpose of safeguarding University property and lives.
- Planning daily, weekly, monthly and annual security strategies, duty schedules and briefing supervisors on new security developments and implementation process.
- Protecting the University property and assets and safeguard the lives of all members of the University community.
- Controlling security activities such as guarding and inspection of vulnerable and strategic points in the University.
- Investigating and preventing crime and apprehending perpetrators of such crime for the purpose of optimum protection of University property and lives.
- Liaising with other security agencies such as the Zambia Police Service (ZPS), Anti-Corruption Commission, (ACC) and Drug Enforcement Commission, (DEC) on matters relating to the University security and investigations.
- Conducting security sensitization workshops for subordinates as part of training in line with the University policies to enable them acquire knowledge and skills required to meet the dictates of their responsibilities.
- Examining and investigating theft reports in residential areas, schools, departments and other units through shift reports and other sources to establish crime data in terms of type of crime, prevalence and scene of occurrence.
- Representing the Unit at preparatory meetings for Student Orientations, Registration and Graduation.

QUALIFICATIONS:

- Grade Twelve Certificate or its equivalent;
- Bachelor's degree in Law, Criminal Justice or Social Sciences from a reputable University;
- Certificate in Police or Military Training;
- Minimum of seven (7) years work experience in security, law enforcement or related field at a level of Chief Inspector/Lieutenant or above;
- Must be Computer literate.

JOB TITLE: Clinical Officer General (1 Position)

PURPOSE: To screen, diagnose and provide treatment to patients in line with standard guidelines and protocols.

RESPONSIBILITIES:

- Prepares and participates in the preparation of work plans;
- Participates in the formulation/review of policies;
- Participates in preparation /review of work manuals, procedures and related documentation;
- Provide counselling to clients in various medical issues;

- Diagnose and manage all stages of illness;
- Take accurate case history of patients, examine their illnesses;
- Provide appropriate care, medical attention, standard procedure and laid down policy;
- Provides clinical support in the ante-natal and family planning activities;
- Ensure treatments or care patients receive are in line with relevant national guidelines, protocols and Standard Operating Procedures or with internationally agreed guidance;
- Ensures data trends and analyses are reported and channeled in an agreed manner;
- Completely records and authenticates all patient encounters and interventions;
- Compliant to national standards, protocols and guidelines in carrying out assigned duties.

QUALIFICATIONS:

- Grade 12 Certificate or its equivalent;
- Diploma in Clinical Medical Sciences;
- Registered with the Health Professions Council of Zambia;
- Holder of a valid Practicing Licence;
- At least three (3) years relevant work experience;
- Must be Computer literate.

Only candidates who meet the specified requirements need to apply to the address indicated below, enclosing their detailed Curriculum Vitae, copies of educational certificates, names and addresses of three traceable references and contact address/ telephone/e-mail details. **The position should be clearly marked on the envelope.**

Applications to be sent to: **The Registrar**
 University of Zambia
 P O Box 32379
 Lusaka

Closing date: **Tuesday 9th April, 2019.** Only short-listed candidates will be contacted. The University of Zambia is an Equal Opportunity Employer.