CAREER OPPORTUNITY

SENIOR LECTURER (2 positions)

The Catholic University of Eastern Africa (CUEA) is a chartered private international university which enjoys a heritage of 34 solid years of offering quality education grounded on values. Our vision is to be a world-class university producing transformative leaders for Church and society. Our mission is to promote excellence in research, teaching and community service by preparing morally upright leaders based on the intellectual tradition of the Catholic Church. CUEA has six Faculties: Theology, Education, Law, Arts and Social Sciences, Business and Science. CUEA also has a Centre for Social Justice and Ethics plus two institutes: Canon Law and Regional Integration and Development.

The Catholic University of Eastern Africa wishes to recruit dynamic, qualified and result oriented persons (2) to fill the position of a Senior Lecturer in Graduate Business School.

Job Title: Senior Lecturer

Reporting: Reports to the Dean, School of Business

Duties and Responsibilities:

- To select courses he/she is qualified to teach and submit revised course outlines for units allocated at least two weeks before semester begins;
- To ensure regular and punctual attendance of classes and ensure quality CATs takes place and feedback promptly given to student;
- To ensure examination drafts, moderation, proofreading and marking is done in good time;
- To be available for students and staff for office consultation and ensure regular review of his/her courses in conformity with quality assurance reports;
- To prepare and submit programme of personal growth and development to the HOD on semester basis;
- To attend and effectively participate in DAB/DEB, FAB/FEB, student assemblies and any ad hoc meetings called by the department, Faculty and University;
- To actively participate in internal and external seminars and work out library needs (journals, books and cases) for his or her course units and solicit donation of books

Minimum Qualifications, Skills and Competencies:

- Should have a PhD or equivalent doctoral degree;
- Must have published at least three (3) articles in referred journals or the equivalent since promotion to Lecturer;
- Must have evidence of contribution to excellence in teaching and three years university teaching experience since promotion to Lecturer;
- Must have at least two (2) presentations at national or international conferences;
- Must have supervised at least four master's theses;
- Must have at least three (3) years teaching experience at university level;
- Should have evidence of administration experience;
- Should be proficient in computer packages.

The Person

- Should be a creative and innovative team player;
- Should possess good interpersonal and communication skills;
- Should be a person of integrity; morally upright and mature;
- Should be able to work under minimum supervision;
- He/she should be flexible and adaptable enough to work in a multicultural environment;
- Should have the ability to guide and mentor students.

Applicants should enclose a C.V., copies of relevant certificates and transcripts, and three reference letters one from the local parish (HARD COPIES ONLY).

Applications should reach the Human Resource Manager on or before 14th June 2019 in the address below.

“Consecrate them in the Truth”

THE CATHOLIC UNIVERSITY OF EASTERN AFRICA (CUEA)

“Consecrate them in the Truth”
to the library;
• To actively participate in department/Faculty/ University community service activities;
• To strictly observe policies of the Faculty/University in line with the University vision, mission and strategic direction;
• To uphold good image of the faculty/ University and be committed to continuous improvement of the department/faculty;
• To perform any other duty as may be assigned by the Dean, HOD and University Management from time to time.

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Human Resource Manager
The Catholic University of Eastern Africa (CUEA)
P.O. Box 62157-00200 Nairobi, Kenya
Bogani East Rd, off Magadi Rd
Behind Galleria Mall
Tel: 0709 691 000

NB: Only shortlisted candidates shall be contacted.