ADVERTISEMENT FOR VACANT POSITIONS IN THE UNIVERSITY

Applications are invited from suitably qualified and interested candidates for the following positions in Adekunle Ajasin University, Akungba-Akoko, Ondo State, Nigeria.

1. PRINCIPAL OFFICERS POSITIONS

REGISTRAR

a) **Responsibility**
The Registrar is a Principal Officer and the Chief Administrative Officer of the University. He is also the Secretary to both the Senate and Governing Council. The Registrar shall be responsible to the Vice Chancellor for the day-to-day administration of the University except on matters for which the Bursar is responsible.

b) **Requirements**
A good Honours Degree with at least Second Class (Lower Division) plus a Master’s Degree in relevant discipline from a recognized University and must have a minimum of fifteen (15) years cognate experience in a University or an Institution of comparable status, at least three (3) of which must have been spent as a Deputy Registrar in a University. Computer literacy is compulsory.

c) **Tenure**
The successful candidate shall be appointed for a single term of five (5) years.

d) **Remuneration and Conditions of Service**
The remuneration and other conditions of service are as applicable to the post of a Registrar in Nigerian Universities and as may be determined by the University Governing Council from time to time.

BURSAR

a) **Responsibility**
The Bursar is the Chief Financial Officer of the University. He shall be responsible to the Vice Chancellor for the management of the finances of the University.

b) **Requirements**
Candidate must possess B.Sc. Degree in Accounting with at least Second Class (Lower Division) plus MBA or M.Sc. in relevant discipline from a recognized University, and must be a full member of a recognized professional accounting body such as ICAN, ACA, ACCA, ACMA and CPA plus a minimum of fifteen (15) years cognate experience, at least three (3) of which must have been spent as a Deputy Bursar in a University. Computer Literacy is compulsory.

c) **Tenure**
The successful candidate shall be appointed for a single term of five (5) years.
d) **Remuneration and Conditions of Service**
The remuneration and other conditions of service are as applicable to the post of a Bursar in Nigerian Universities and as may be determined by the University Governing Council from time to time.

2. **ACADEMIC STAFF POSITIONS**
Academic vacancies exist in the following faculties:

**Faculty of Agriculture**

**Department of Animal Science**
Professor
Reader
Senior Lecturer
Lecturer I
Lecturer II

**Department of Agricultural Economics**
Professor
Reader
Senior Lecturer
Lecturer I
Lecturer II

**Department of Agricultural Extension and Rural Development**
Professor
Reader
Senior Lecturer
Lecturer I
Lecturer II

**Department of Fisheries and Aquaculture**
Professor
Reader
Senior Lecturer
Lecturer I
Lecturer II

**Department of Forestry and Wildlife Management**
Professor
Reader
Senior Lecturer
Lecturer I

**Department of Agronomy**
Professor
Reader
Senior Lecturer
Lecturer I
Lecturer II

**Faculty of Arts**

**Department of Performing and Film Arts**
Professor
Reader
Senior Lecturer
Lecturer I
Lecturer II

**Faculty of Education**

**Department of Vocational and Technical Education**
Professor
Reader
Senior Lecturer
Lecturer I
Lecturer II

**Department of Human Kinetics**
Professor
Reader
Senior Lecturer
Lecturer I
Lecturer II

**Department of Adult Education**
Professor
Reader
Senior Lecturer
Lecturer I
Lecturer II

**Faculty of Social and Management Sciences**

**Department of Accounting**
Professor
Reader
Senior Lecturer
Lecturer I
Lecturer II

**Department of Banking and Finance**
Professor
Reader
Senior Lecturer
Lecturer I
Lecturer II

**Faculty of Science**

**Department of Biochemistry**
Senior Lecturer

**REQUIREMENTS**

**Professor (CONUASS 07)**
A good Honours Degree with at least Second Class (Lower Division) plus a Doctorate Degree. He or she must have not less than fifteen (15) years, of teaching and research experience in a University, or an equivalent Institution. In addition, he or she must demonstrate ability to initiate and direct research projects as well as have substantial scholarly publications in recognized and reputable journals and other verifiable outlets. Proven evidence of academic leadership and ability to attract research grants is essential.

**Reader (CONUASS 06)**
A good Honours Degree with at least Second Class (Lower Division) plus a Doctorate Degree. He or she must have not less than twelve (12) years, of teaching and research experience in a University, or an equivalent Institution. In addition, he or she must demonstrate ability to initiate and direct research projects as well as have substantial scholarly publications in recognized and reputable journals and other verifiable outlets. Proven evidence of academic leadership and ability to attract research grants is essential.

**Senior Lecturer (CONUASS 05)**
A good Honours Degree with at least Second Class (Lower Division) plus a Doctorate Degree. He or she must have not less than nine (9) years, of teaching and research experience in a University, or an equivalent Institution. In addition, he or she must demonstrate ability to initiate and direct research projects as well as have substantial scholarly publications in recognized and reputable journals and other verifiable outlets. Proven evidence of ability to attract research grants is essential.

**Lecturer I (CONUASS 04)**
A good Honours Degree with at least Second Class (Lower Division) plus a Master’s degree with thesis in his/her field of specialisation from a recognised University. He or she must have at least six (6) years, of
teaching and/or research experience in an equivalent Institution and have some published articles in recognized and reputable journals and other verifiable outlets.

Or
A good Honours Degree with at least Second Class (Lower Division) plus Master’s and Ph.D Degrees with thesis in his/her field of specialisation from a recognised University, with at least three (3) years of teaching/and or research experience in a recognized University or an equivalent Institution. Evidence of some publications in recognized and reputable journals is required for this position.

**Lecturer II (CONUASS 03)**
A good Honours Degree with at least Second Class (Lower Division) plus a Master’s Degree with thesis in his/her field of specialisation from a recognised University. He or she must have at least six (6) years, of teaching and/or research experience in an equivalent Institution and have some published articles in recognized and reputable journals and other verifiable outlets.

Or
A good Honours Degree with at least Second Class (Lower Division) plus Master’s and Ph.D Degrees with thesis in his/her field of specialisation from a recognised University. Evidence of publications in recognized journals would be an added advantage.

### 3. ADMINISTRATIVE AND TECHNICAL STAFF POSITIONS

**DIRECTOR OF WORKS AND SERVICES (CONTISS 15)**

**Requirements**
Candidate for the position of Director of Works and Services must possess a good Honours Degree in Civil, Electrical or Mechanical Engineering, with at least Second Class (Lower Division) from a recognised University and must have fifteen (15) years post qualification cognate experience in a University or any Institution of a comparable status, eight (8) of which must have been spent in Senior Management. Registration with COREN is required while possession of a Master’s Degree in a relevant discipline will be an added advantage.

**DIRECTOR OF HEALTH SERVICES (CONTISS 15)**

**Requirements**
Candidate for this position must possess requisite medical qualification, i.e. MBBS or MBCHB and be registered with the Medical and Dental Council of Nigeria (MDCN) plus a Master’s Degree or Fellowship in Public Health or related clinical discipline. He/She must, in addition, have at least fifteen (15) years post qualification cognate experience in the Health Services of a University or equivalent Institution with substantial involvement in the administration of the Health Services.

**DEPUTY DIRECTOR OF PHARMACEUTICAL SERVICES (CONTISS 14)**

**Requirements**
B. Pharm. or B.Sc. Pharm. Degree from a recognized University plus Master’s Degree in the relevant field and must be registered with Pharmacists’ Council of Nigeria (PCN). In addition, he/she must have at least twelve (12) years post-qualification cognate experience in the Health Services of a University or an equivalent institution.

**DEPUTY DIRECTOR OF NURSING (CONTISS 14)**

**Requirements**

i. A good Honours Bachelor Degree with a minimum of Second Class (Lower Division) in Nursing from a recognized University plus Master’s Degree in the relevant Field and must be registered with the Nursing & Midwifery Council of Nigeria. He/she must, in addition, have at least twelve (12) years post-qualification cognate experience in the Health Services of a University or an equivalent institution.

Or

ii. A good Honours Degree with a minimum of Second Class (Lower Division) in Nursing plus a PhD in relevant field from a recognized University and must be registered with the Nursing and Midwifery Council of Nigeria. He/she must in addition have at least nine (9) years post-qualification cognate experience.
DEPUTY DIRECTOR OF MEDICAL LABORATORY SERVICES (CONTISS 14)  
Requirements  
i. A good Honours Bachelor Degree in Medical Laboratory Science or related discipline with a minimum of Second Class (Lower Division) from a recognized University plus Masters Degree in relevant field and must be registered with the Medical Laboratory Science Council of Nigeria (MLSCN). In addition, he/she must have at least twelve (12) years post-qualification cognate experience in the Health Services of a University or an equivalent Institution.

DEPUTY DIRECTOR OF MEDICAL RECORDS SERVICES (CONTISS 14)  
Requirements  
i. A good Honours Bachelor Degree in relevant field with at least Second Class (Lower Division) from a recognized University plus Master's Degree in relevant field and must be registered with the Health Records Officers Registration Board of Nigeria (HRORBON). In addition, he/she must have at least twelve (12) years post-qualification cognate experience in the Health Services of a University or an equivalent institution.

PROCUREMENT OFFICER I (CONTISS 8)  
Requirements  
i. A good Honours Bachelor Degree with at least Second Class (Lower Division) in Accounting /Economics/ Marketing/Purchasing and Supply from a recognized University plus final examination of the Institute of Purchasing and Supply.  
Or  
ii. A good Bachelor Degree with at least Second Class (Lower Division) in Accounting/ Economics/Marketing/Purchasing and Supply from a recognized University. In addition, he/she must have at least three (3) years post-qualification cognate experience in the Procurement Unit of a University or an equivalent Institution.

SENIOR PROCUREMENT OFFICER (CONTISS 9)  
Requirements  
i. A good Honours Bachelor Degree with at least Second Class (Lower Division) in Accounting/ Economics/ Marketing/Purchasing and Supply from a recognized University, plus membership of the Institute of Purchasing and Supply.  
Or  
ii. A good Honours Bachelor Degree with at least Second Class (Lower Division) in Accounting/ Economics/Marketing/Purchasing and Supply from a recognized University. In addition, he/she must have at least six (6) years post-qualification cognate experience in the Procurement Unit of a University or an equivalent Institution.

CHIEF ACCOUNTANT (CONTISS 13)  
Requirements  
A good Honours Bachelor Degree in Accounting or related discipline with at least Second Class (Lower Division) from a recognised University. The candidate must be a full member of a recognised professional Accounting body such as ICAN, ACCA, ACMA & CPA and must have at least nine (9) years cognate experience, two of which must have been in a University or an equivalent Institution of higher learning.

SENIOR ACCOUNTANT (CONTISS 9)  
Requirements  
i. A good Honours Bachelor Degree in Accounting with at least Second Class (Lower Division) from a recognized University, plus full professional qualification from a recognised Accounting body such as ICAN, ACCA, ACMA & CPA.  
ii. A good Honours Bachelor Degree in Accounting with at least Second Class (Lower Division) from a recognised University plus six years of cognate experience in the University or an equivalent Institution.

CHIEF SUPPLIES OFFICER (CONTISS 13)  
Requirements  
i. A good Honours Bachelor Degree from a recognised University, with at least Second Class (Lower Division) in Economics/ Accounting/Business Administration, plus membership of the Chartered Institute of
Purchasing and Supplies (CIPS) and must have at least twelve (12) years post qualification experience in a University or an equivalent Institution.

Or

ii. A good B.Sc. Degree with at least Second Class (Lower Division) in Economics/ Accounting/Business Administration from a recognised University plus M.Sc. Degree in relevant discipline or MBA plus membership of the Chartered Institute of Purchasing And Supplies (CIPS) and must have at least nine (9) years post qualification experience in a University or an equivalent Institution.

a) **METHOD OF APPLICATION**

Interested candidates for Principal Officers’ position should submit 25 copies while candidates for other positions are required to submit 15 copies of their applications and Curriculum Vitae, together with photocopies of their certificates and relevant credentials. Detailed curriculum vitae should include:

i. Full Names (Surname first)
ii. Place and Date of Birth
iii. State of Origin/Local Government of Origin
iv. Nationality
v. Permanent Home Address
vi. Current Contact Address
vii. Marital Status
viii. Number and Ages of Children
ix. Name and Address of Next of Kin
x. Post Desired
xi. Names of Educational Institutions attended with Dates
xii. Statement of Work Experience
xiii. List of publications, research fellowships and grants (for academic positions)
xiv. Names and Addresses of three (3) Referees.

Candidates should request their Referees to forward their references under confidential cover on their behalf directly to the University before the close of submission of applications.

**CLOSING DATE**

Applications for the positions of Registrar and Bursar, with supporting documents, should reach the University, not later than four (4) weeks from the date of this publication and should be addressed to:

**Vice Chancellor,**
**Adekunle Ajasin University, Akungba- Akoko,**
P.M.B. 001, Akungba-Akoko,
**Ondo State, Nigeria.**

Applications for other positions, with supporting documents, should reach the University not later than four (4) weeks from the date of this publication and should be addressed to:

**The Registrar,**
**Adekunle Ajasin University, Akungba-Akoko,**
P.M.B. 001, Akungba-Akoko,
**Ondo State.**

Only shortlisted applicants shall be contacted.

Signed
Mr. M. S. Ayeerun
Ag. Registrar