



2518

Special Release

23 September, 2010

VACANCIES INTERNAL/EXTERNAL ADVERTISEMENT

Applications are requested from suitably qualified candidates for the following Senior Staff positions in the University of Ibadan.

(A) UNIVERSITY HEALTH SERVICE

DIRECTOR

The Director is the Administrative Head of the University Health Service. He is directly responsible to the Vice-Chancellor. The Director, University Health Service must be someone with proven professional competencies and enviable administrative pedigree. The candidate must be diligent, forthright, command team work and respect of staff, participate in call duties and initiate public health measures.

QUALIFICATION /EXPERIENCE

Applicants for the above position must possess the following:

- MBBS degree from a recognized University
- Fellowship of the West African College of Physicians or the National Post Graduate Medical College or its equivalent in Family Medicine, General Practice or Postgraduate degree in relevant disciplines with at least 15 years cognate experience. The candidate must have worked in a Tertiary or Research institution Clinic for at least (10) ten years.

Salary: CONTISS 15 (₦ 2,232,199.00) – ₦ 2,875,791.00)

(B) INDUSTRIAL TRAINING COORDINATING CENTRE

- (1) Director
- (2) Senior Industrial Training Coordinator

DIRECTOR

The Director of Industrial Training Coordinating Centre is responsible for the general management, day-to-day administration and control of industrial training activities of students of all Faculties that participate in Industrial Training. The Director, who is responsible to the Vice-Chancellor, has the

following specific duties among others:

- Soliciting Industrial Training jobs in Business, Industry, Government and Service Agencies, depending on the courses, levels and general needs of the students.
- Placing students in industries and supervising them while on industrial training and ensuring compliance with all rules and regulations governing the students' industrial work experience scheme.
- Evaluating feedback from the students' employers in order to make for appropriate students' assessment and to ensure high quality industrial training for the students.
- Liaising with the Industrial Training Fund (ITF), the National Universities Commission (NUC) and other relevant Bodies/Agencies in the operation of Students Industrial Work Experience Scheme (SIWES).

Qualification/Experience

Applicants are required to possess the following:

- A good honours degree in Engineering, Technology or Science-based discipline plus not less than 15 years cognate experience in the Industrial Training Unit of a recognized University
- A good part of the experience (not less than 5 years) must have been spent in a top management position in the Training Unit of a recognized University.
- Membership of recognized professional bodies is required
- Postgraduate qualifications would be added advantage while applicants MUST be computer literate.

Salary: CONTISS 14 (N1, 820,908.00)

For position No. 2: SENIOR INDUSTRIAL TRAINING COORDINATOR

- A good honours degree in Engineering, Technology or Science-based discipline plus at least 4 years post qualification experience
- Applicants must be registered members of recognized professional bodies.
- Applicants MUST be computer literate
- Postgraduate degree and experience in students' industrial training will be added advantage.

Salary: CONTISS 9 (N777, 984.00)

(C) DIRECTORATE OF PUBLIC COMMUNICATION

- 1 Director Public Communication
- 2 Protocol Officer
- 3 Media Relations Officer
- 4 Corporate Communication Officer

1. DIRECTOR, PUBLIC COMMUNICATION

Responsibilities

- Edit and supervise the production of University Publications that are issued as at when due
- Ensure that the Directorate keeps an accurate and up to date data bank on all milestone events, newspaper cuttings on higher education related news, newspaper reviews, broadcast materials, press releases, speeches and other communication materials
- Coordinate all arrangements of corporate events and official functions such as Graduation/Matriculation Ceremonies, Commissioning Ceremonies, Inaugural Lectures, University Lectures, Distinguished Guest Lectures, Exchange Lectures Series, Alumni Lecture, Staff parties, tours and receptions for dignitaries, welcome and send off parties etc
- Coordinate press interviews for Principal Officers as may be arranged by the Media Relations Officer/Director or upon request by the media
- Initiate and implement the Public Relations strategies of the University
- Keep a tab on Public Opinion to identify trends and measure public acceptability of the institution's activities and identify public concerns and expectations

Qualification/Experience

Candidates must possess a good honours degree in Mass Communication, Journalism, Communication and Language Arts, English Language/Literature or any sub-field of Communication Studies, including Advertising, Public Relations and Marketing. In addition, candidates must be registered members of recognized and appropriate professional bodies. A postgraduate degree in any of the fields listed above will be an advantage. Candidates must have acquired not less than fifteen (15) years post-qualification experience in the public or private sector.

Salary - CONTISS 14 (N1,820,908.00)

2. PROTOCOL OFFICER

Responsibilities

- Receiving visitors on behalf of the University and ensuring their comfort
- Arranging courtesy calls by the Council, University Administration, Faculties, Departments or Units.
 - Ensuring proper protocol at University functions
 - Any other duties as may be assigned.

Qualification/Experience

Candidates must possess a good honours degree from a recognized University. In addition, candidates must be registered members of recognized and appropriate professional bodies. A Postgraduate degree will be an advantage. Candidates must have acquired not less than five (5) years experience in Public Relations or Journalism (preferably Broadcasting).

Salary - CONTISS 9 (N777,984.00)

3. MEDIA RELATIONS OFFICER

Responsibilities

- Attending to Media requests subject to the directives of the Director and approval of the Vice-Chancellor
- Liaising with the Media and coordinating the media coverage of University functions
- Daily monitoring of Newspapers/Radio and TV broadcast for reports on the University in particular and higher education in general.
- Writing of feature articles from time to time on the activities of the University or to sensitize

the public to happenings on the campus.

- Ensuring that the University Bulletins, Press releases and other publications are distributed to the media.
- Any other duties as may be assigned.

Qualification/Experience

Candidates must possess a good honours degree in Mass Communication, Social Sciences, Arts or Journalism. In addition, candidates must be registered members of recognized and appropriate professional bodies. A postgraduate degree in any of the fields listed above will be an advantage. Candidates must be computer literate and must have acquired not less than five (5) years experience in Public Relations or Journalism (preferably Print Journalism or Publishing).

Salary - CONTISS 9 (N777,984.00).

4. CORPORATE COMMUNICATION OFFICER

Responsibilities

- Compile and process materials for the University Bulletin, Special Releases and other Publications
- Serve as the link between the Management and all the faculties, departments and units in the collation of data and necessary information on research findings and ensure that such findings are published regularly as Special Releases
- Ensuring that the bulletins are uploaded on the website and that the website is up-to-date
- Any other duties as may be assigned.

Qualification/Experience

Candidates must possess a good honours degree in Mass Communication, Social Sciences, Arts or Publishing. In addition, candidates must be registered members of recognized and appropriate professional bodies. A postgraduate degree in any of the fields listed above will be an advantage. Candidates must be computer literate and must have acquired not less than five (5) years experience in Public Relations, Journalism or Publishing.

Salary - CONTISS 9 (N777, 984.00)

(D) OTHER VACANCIES

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| (1) | Technical Officer | - Dept. of Urban & Regional Planning |
| (2) | Technologist II | - Dept. of Veterinary Medicine |
| (3) | Web Master/Website Officer | } Distance Learning Centre |
| (4) | Network Administrator | |

- (5) Database Resources Development Officer } Dept. of Botany and Microbiology
- (6) Technologist II
- (7) Principal Technologist -) Equipment Maintenance Centre
- (8) Technologist I -) Equipment Maintenance Centre
- (9) Hardware Technical Officer/Engineer } ICT
- (10) Network Administrator } ICT
- (11) Web Development/Webmaster }
- (12) Principal Accountant -) College of Medicine
- (13) Technologist II (Audiology/Speech) }
- (14) Technologist II (Education of the Hearing) } Dept. of Special Education

Qualification/Experience

For position No. 1

Candidate must possess a B.Sc./B.Tech. degree in Urban and Regional Planning or Higher National Diploma (HND) in Urban and Regional Planning. A Higher degree in Urban & Regional Planning will be an advantage. Candidate must be registered with the Nigerian Institute of Town Planners (NITP) and the Town Planners Registration Council (TOPREC). Applicants should also demonstrate sufficient ability to understand and supervise studio demonstrations and field works and must show working knowledge of the computer, especially the use of Computer Aided Design and Drafting.

Salary: - CONTISS 6 (N362,757.00)

For Position No 2

Candidate must possess a B.Sc. or Higher National Diploma (HND) in Medical Laboratory Technology or Associateship of the Institute of Medical Science (AIMES). In addition, candidate must be able to use common packages in Microsoft Office. Candidate must not be above 30 years of age as at the time of application

Salary:- CONTISS 7 (N579,391.00)

For position No 3

Candidate must possess a good University degree in any discipline and be proficient with cross browser, cross platform issues and web standards, in-depth knowledge of web applications development and proven expertise with frontend/backend web development tools, and web 2.0 technologies that will improve E-Learning processes. Good knowledge of Adobe creative suite as well as Graphics will be of advantage. An evidence of prior work with ODL/e-learning development activities will be an advantage

Candidate must have a minimum of 3 years cognate experience (not post-graduation)

Salary:- CONTISS 9 (N777,984.00)

For position No 4

Candidate must possess a good University degree in any discipline. Candidate must be experienced in Planning deployment, management and supports of large heterogeneous enterprise network in LAN, METRO Fibre and Enterprise WAN environment. A good understanding of all the major networking

technologies and protocols is a must. Experience in setting up VPNs and Network operating centres would be an advantage.

Candidate must have proven and demonstrative skill on administration of Linux and Microsoft Windows based servers. Candidate must have a minimum of 3 years cognate experience in an Enterprise environment.

Salary:- CONTISS 9 (N777,984.00)

For position No. 5

Candidate must possess in-depth knowledge of SQL Server Database Administration. Experience in managing multiple MS SQL 2000, 2005 and 2008 RDBMS on large systems. Strong self-sufficiency and initiative working on Database projects. Practical experience in monitoring and tuning a database to provide a high availability service.

Possession of OCP (Oracle Certified Professional) and/or MCDBA (Microsoft Certified Database Administrator) certifications will be of an advantage. Candidate must have a minimum of 3 years cognate experience in relevant field within an Enterprise environment as well as working and technical expertise with designing, building, installing, configuring and supporting database servers, utilizing Oracle or Microsoft SQL server.

Salary: - CONTISS 9 (N777, 984.00)

For position No 6

Candidate must possess a Higher National Diploma (HND), AIST Final Diploma or its equivalent in Biological Techniques or Electrical/Electronic/Instrumentation Techniques.

Salary:- CONTISS 7 (N579,391.00)

For position No. 7

Candidate must possess a minimum of B.Sc. in Physics/Electronics. Higher qualification will be an added advantage. In addition, the candidate must either be an Associate of the Institute of Science Laboratory Technology (AISLT) with at least 10 years experience **OR** a Fellow of the Institute of Science Laboratory Technology (FISLT) with at least 7 years experience.

Salary:- CONTISS 11 (N973,305.00)

For position No. 8

Candidate must possess a minimum of Higher National Diploma (HND) in Electrical/ Electronics. In addition, the candidate must be an Associate of the Institute of Science Laboratory Technology (AISLT) with at least 3 years experience.

Salary:- CONTISS 8 (N671,747.00)

For position No. 9

Candidate must possess a good first degree or Higher National Diploma (HND) in Computer

Science/Computer Engineering or any other relevant Engineering / Science Course with at least 3 years experience.

Relevant experience with IT organizations and possession of appropriate professional certification as well as a demonstrative knowledge of ICT operations, maintenance and management would be an added advantage.

Salary: - CONTISS 8 (N671, 747.00)

For position No. 10

Candidate must possess a good first degree in Computer Science, Computer Engineering or any other relevant Engineering/Science Course with at least 3 years experience. Applicant should also have a good working knowledge of Designing and Maintaining Networks and Software Applications.

Relevant experience with IT organizations and possession of appropriate professional certification as well as a demonstrative knowledge of ICT operations, maintenance and management would be an added advantage.

Salary: - CONTISS 8 (N671, 747.00)

For position No 11

Candidate must possess a good first degree in Computer Science, Computer Engineering or any other relevant Engineering/Science Course. Applicants should also have a good working knowledge of Designing and Deploying Web Applications.

Relevant experience with IT organizations and possession of appropriate professional certification as well as a demonstrative knowledge of ICT operations, maintenance and management would be an added advantage.

Salary:- CONTISS 8 (N671, 747.00)

For position No. 12

Candidate must possess a good degree in Accounting or related discipline plus any of the following recognized professional qualifications: ACA, ACCA, ACMA and CPA. In addition he/she must have acquired a minimum of eight (8) years post qualification experience and five (5) years experience after the professional qualification.

Salary: - CONTISS 11 (N973, 305.00)

For position No. 13

Candidate must possess B.Sc. or a Higher National Diploma in Science Laboratory Technology/Biomedical Technology with at least 3 years relevant post qualification experience. Applicant must be a registered member of Nigeria Institute of Science Laboratory Technology (NISLT) with relevant experience in electronics and in operating and repairing audiometers, hearing aids and other audiological equipment.

Salary:- CONTISS 7 (N579,391.00)

For position No. 14

Candidate must possess B.Sc. or a Higher National Diploma /Final Diploma/ANIST in Science Laboratory Technology/Biomedical Technology with at least 3 years relevant post qualification experience. Applicant must also be a registered member of Nigeria Institute of Laboratory Technology (NISLT) with ample experience in operating and repairing audiometers, speech trainers and other machines for measuring, enhancing and teaching of persons with speech and hearing defects.

Salary:- CONTISS 7 (₦579,391.00)

Conditions of Service

As obtainable in similar positions in the Federal Universities in Nigeria.

METHOD OF APPLICATION

Candidates should forward their applications and detailed Curriculum Vitae (15 copies), stating **Date of Birth, Marital Status, State, LGA, GSM Numbers, Full Qualification(s), Experience, Names and Addresses of 3 (three) Referees and two (2) photostat** copies each of their certificates to reach the Deputy Registrar (Establishments), University of Ibadan, not later than six (6) weeks from the date of this publication.

Applicants are requested to inform their referees to send Confidential Reports on them direct to the Deputy Registrar (Establishments), University of Ibadan, from whom further details may be obtained. Further information may also be obtained from <http://www.ui.edu.ng/jobs>.

Candidates should indicate very clearly on the left hand side of their envelopes, the position they have applied for.

Only the applications of shortlisted candidates will be acknowledged.

Omotayo O. Ikotun (Mrs.)
Registrar