



**KAMUZU UNIVERSITY**  
OF HEALTH SCIENCES

## VACANCY ANNOUNCEMENT

The Kamuzu University of Health Sciences (KUHeS) is a University and Centre of Excellence in health education, research, and innovation whose mission is 'to advance knowledge, professional competencies, skills, and innovations in health sciences through high-quality student-centred and innovative education and research that responds to and influences the global/national policy, health, and development needs in an efficient, sustainable, and result-oriented manner'.

KUHeS carried out a Functional Review process, which resulted into a new Organisational Structure and Staff Establishment. Following the approval of the Staff Establishment and Organisational Structure by Government, KUHeS conducted a placement exercise for existing employees, but there were a substantial number of key positions that were not filled. KUHeS would like to fill some of these vacant positions as part of the Functional Review implementation process.

Therefore, applications are being invited from suitably qualified Malawians to fill the following vacant positions existing in various functional areas, as follows:

### TEACHING AND LEARNING DEVELOPMENT CENTRE

#### 1. SENIOR LECTURER (STUDENT WRITING SKILLS)- (1 POSITION)

**Grade** : KU5  
**Department** : Teaching and Learning Development Centre  
**Reporting to** : Head of Teaching and Learning Skills Development

#### Purpose of the Job

To provide academic services in academic writing.

#### Key Roles and Responsibilities

- Initiating and implementing programmes aimed at ensuring that students are not disadvantaged in achieving their potential due to lack of critical thinking/academic writing skills;
- Providing effective academic writing tuition to students at various levels Initiating and undertaking teaching, research projects, consultancies and outreach programmes;

EXCELLENCE FOR LIFE

- Conducting individual support sessions, academic writing workshops, seminars and lectures;
- Supporting the development, enforcement and monitoring of adoption and adaptation of various new technologies and concepts;
- Engaging in teaching, research, consultancy and outreach;
- Development of online resources to enhance academic writing skills;
- Provide support and training to faculty in academic writing including manuscript writing;
- Initiating and undertaking research projects, consultancies and outreach programmes;
- Publishing and disseminating research results;
- Preparing and submitting reports.

### **Minimum Education, Qualifications and Experience**

- Master's Degree or equivalent Professional qualification in Education or related fields;
- Psychology background strongly desirable;
- 2 year's minimum experience teaching adult learners;
- Academic Writing experience.

## **2. LEARNING STRATEGIST-(1 POSITION)**

<b>Grade</b>	: KU6
<b>Department</b>	: Teaching and Learning Development Centre
<b>Responsible to</b>	: Head of Teaching and Learning Skills Development Department

### **Purpose of the Job**

To coordinate student academic skills development and support services.

### **Key Roles and Responsibilities**

- Initiating and implementing programmes to assist undergraduate and postgraduate students to become confident independent learners and to fulfil their academic potential;
- Establishing and coordinating learning support for students with academic challenges such as dyslexia;
- Assisting in developing strategies to help students to surmount potential obstacles to academic success;
- Equipping postgraduate students with soft skills required to enhance their academic comporment;
- Conducting individual support sessions and Student Success workshops aimed at cognitive, social and self-management skills;
- Developing on-line resources which enable students to become independent effective learners and fully engage with the curriculum;

- Coordinating and evaluating effectiveness of Peer Assisted Learning Scheme (PALS) including identification of problem courses;
- Identifying, training and supporting peer tutors;
- Coordinating provision of training and support to students and faculty members in the use of University-wide internet-based health professions eLearning resources across all the Schools;
- Coordinating international inter-professional clinical electives for KUHES students;
- Conducting and disseminating research focusing on learning and education;
- Engaging in teaching, consultancy and outreach activities
- Facilitating student networking and peer to peer support between academic years (through student 'buddy' schemes);
- Identifying students whose academic success is limited due to physical, psychological and financial issues for appropriate assistance;
- Preparing reports.

### **Minimum Education, Qualifications and Experience**

- Master's Degree or equivalent Professional qualification in Education or related fields;
- Psychology background;
- 3 year's minimum experience teaching adult learners in an institution of Higher education;
- Academic Writing experience

### **3. E-LEARNING SPECIALIST – (1 POSITION)**

<b>Grade</b>	: KU6
<b>Department</b>	: Teaching and Learning Development Centre
<b>Responsible to</b>	: Head of ODeL

#### **Purpose of the Job**

To support faculty to create new high quality, interactive e-learning materials for ODeL programmes and convert text-based resources into innovative ODeL-materials.

#### **Key Roles and Responsibilities**

- Ensure online learning resources are developed within an appropriate pedagogical framework;
- Ensure the creation of engaging learning activities and compelling course content
- Work with subject matter experts to identify target audience's training needs
- Set instructional end goals and create content that matches them

- Edit and proofread new resources, ensuring that all material has suitable copyright clearance and attribution, including creative commons or open licenses as appropriate;
- Work with the teaching and learning technologist in the planning, design, development and testing of new technologies for the delivery of e-learning materials;
- Ensure that accessibility standards are met;
- Tracking monitoring and supporting distance learners to achieve their qualification and identify any issues with progress
- To provide early identification of learners at risk of non-completion and ensure appropriate actions are taken in a timely manner
- Regularly monitor delivery of content for quality and effectiveness using a variety of evaluation methods
- Conduct and disseminate research in ODeL and Health Professions education
- Engage in teaching, consultancy and outreach activities
- Implementing open distance and e-learning policies, plans, strategies, programmes and standards related to instructional materials;

#### **Minimum Education, Qualifications and Experience**

- Masters Degree in ODeL, ICT education, instructional design or its equivalent;
- 3 years' relevant experience.

#### **4. TEACHING EVALUATION OFFICER- (1 POSITION)**

<b>Grade</b>	: KU8
<b>Department</b>	: Teaching and Learning Development Centre.
<b>Responsible to</b>	: Curriculum Development and Teaching Evaluation Manager.

#### **Purpose of the Job**

To coordinate evaluation of teaching and optimization of utilization of feedback.

#### **Key Roles and Responsibilities**

- Coordinating student evaluation of teaching (SET) throughout KUHeS;
- Facilitating updating the online student evaluation of teaching platform regarding courses and lecturers to be evaluated;
- Promoting regular timely student evaluation of teaching at all campuses;
- Ensuring that all SET data is promptly analysed;
- Facilitating timely feedback from student evaluation of teaching;
- Ensuring teaching evaluation by students encompasses all facets of teaching;

- Promoting peer assessment and self-assessment of teaching throughout all campuses;
- Coordinating and facilitating student Focus Group discussions to identify obstacles to student academic success;
- Evaluating the usage of university wide online platforms and all training activities conducted by TLDC including online programmes;
- Coordinating and facilitating student Focus Group discussions to identify obstacles to student academic success;
- Mobilizing resources and ensuring efficient utilization of the same;
- Evaluating the usage of university wide online platforms and all training activities conducted by TLDC including online programmes;
- Conducting research in teaching evaluation and related topics to enhance quality of services offered by the Centre;
- Preparing periodic reports.

### **Minimum Education, Qualifications and Experience**

- Bachelor's Degree with credit or Honours Degree in Education or related fields;
- 2 year's minimum experience teaching adult learners.

## **5. SENIOR LECTURER (PEDAGOGICAL SKILLS DEVELOPMENT)**

<b>Grade</b>	: KU5
<b>Department</b>	: Teaching and Learning Development Centre
<b>Responsible to</b>	: Director of Teaching and Learning Development

### **Purpose of the Job**

To provide Faculty Pedagogical Skills Development and support.

### **Key Roles and Responsibilities**

- Providing faculty training in pedagogical skills and e-learning including face to face 'teach the teacher' workshops, seminars and online pedagogical development programmes;
- Designing and delivery of new academic staff induction as regards teaching, learning and examination; and staff development programs to enhance teaching skills;
- Supporting Executive Deans, HoDs and Coordinators regarding best practice for examinations including standard setting, assistance with internal moderation, attendance at examination question moderation meetings, examination board e.t.c;
- Reviewing, supporting and developing appropriate assessment strategies and tools across all schools;
- Promoting of inter-professional teaching and learning
- Engaging in outreach activities;

- Conducting and disseminating research in learning and teaching and health profession education;
- Designing and implementing innovations in teaching and learning; and maintain online portfolios of continuing professional development (CPD) for faculty in liaison with Teaching and Learning Development Technologist;
- Promoting Quality Improvement in teaching and learning and examinations throughout KUHeS including implementation of teaching awards;
- Equipping postgraduate students with pedagogical skills needed to utilize student-centered teaching methods;
- Support academic staff in the development of innovative teaching programs and on application of student-centred teaching methods to existing classes/tutorials;
- Evaluating TLDC's pedagogical skills development workshops, trainings and online programmes;
- Preparing periodic performance reports;
- Supervising and appraising staff in the unit.

#### **Minimum Education, Qualifications and Experience**

- Masters in Health Professions Education, health science and related fields;
- 5 years' work experience of coordinating and leading faculty development in a health professions education setting.

## DIRECTORATE OF STUDENT AFFAIRS

### 1. SPORTS COACH (1 POSITION)

<b>Grade</b>	: KU9
<b>Department</b>	: Directorate of Student Affairs
<b>Responsible to</b>	: Student Affairs Officer

#### **Job Purpose**

To provide technical expertise in sports

#### **Key Duties and Responsibilities**

- Teaching relevant sports skills, tactics and techniques;
- Monitoring and enhancing performance in various sporting disciplines;
- Providing sports instruction, encouragement and constructive feedback;
- Advising students on health and lifestyle-related issues;
- Developing training programmes;
- Undertaking administrative tasks;
- Facilitating sports promotion and development;
- Resolving relevant disputes and grievances;
- Mentoring students in various disciplines including athletics;
- Accompanying students during sporting activities.

#### **Education, Qualifications and Experience**

- Diploma in Sports Administration, Physical Education or related fields;
- 2 years' relevant experience.

### 2. CHAPLAIN (2 POSITIONS)

<b>Grade</b>	: KU9
<b>Department</b>	: Directorate of Student Affairs
<b>Responsible to</b>	: Student Affairs Officer

#### **Job Purpose**

To provide moral and spiritual support to students for their general well-being

#### **Key Duties and Responsibilities**

- Participating in developing, implementing, monitoring and reviewing students' welfare policies, plans, strategies, systems, regulations and procedures related to chaplaincy;
- Providing advice to line managers in matters relating to religion and morals at campus level;
- Providing general counselling to students;

- Attending to pastoral needs of students;
- Coordinating religious services of the various groups on campus in liaison with student leaders;
- Presiding over ceremonies like funerals and memorial services and other relevant special events;
- Developing and maintaining rapport between the University and religious bodies.

**Qualification, Experience & Competencies**

- Diploma in Theology, Religious Studies or Spiritual Leadership in relevant fields;
- 3 years' relevant experience.

## SCHOOL OF NURSING

### 1. ASSISTANT LECTURER IN ADULT HEALTH NURSING (6 POSITIONS)

**Grade** : KU7  
**Department** : School of Nursing  
**Responsible to** : Head of Adult Health Nursing Department

#### **Purpose of the Job**

To support delivery of academic programmes.

#### **Key Roles and Responsibilities**

- Supporting teaching and learning;
- Supervising students;
- Conducting research;
- Providing clinical service and supervision;
- Providing effective tutorials to students;
- Developing, adopting and adapting various new technologies and concepts in teaching and learning;
- Preparing and submitting reports.

#### **Minimum Education, Qualifications and Experience**

- A Bachelor's Degree with credit or Honours Degree in a relevant field;
- Registered with a relevant professional body.

### 2. ASSISTANT LECTURER IN CHILD HEALTH NURSING (4 POSITIONS)

**Grade** : KU7  
**Department** : School of Nursing  
**Responsible to** : Head of Child Health Nursing Department

#### **Purpose of the Job**

To support delivery of academic programmes.

#### **Key Roles and Responsibilities**

- Supporting teaching and learning;
- Supervising students;
- Conducting research;
- Providing clinical service and supervision;
- Providing effective tutorials to students;

- Developing, adopting and adapting various new technologies and concepts in teaching and learning;
- Preparing and submitting reports.

#### **Minimum Education, Qualifications and Experience**

- A Bachelor's Degree with credit or Honours Degree in a relevant field;
- Registered with a relevant professional body.

### **3. ASSISTANT LECTURER IN COMMUNITY HEALTH NURSING (4 POSITIONS)**

**Grade** : KU7  
**Department** : School of Nursing  
**Responsible to** : Head of Community Health Nursing Department

#### **Purpose of the Job**

To support delivery of academic programmes.

#### **Key Roles and Responsibilities**

- Supporting teaching and learning;
- Supervising students;
- Conducting research;
- Providing clinical service and supervision;
- Providing effective tutorials to students;
- Developing, adopting and adapting various new technologies and concepts in teaching and learning;
- Preparing and submitting reports.

#### **Minimum Education, Qualifications and Experience**

- A Bachelor's Degree with credit or Honours Degree in a relevant field;
- Registered with a relevant professional body.

### **4. ASSISTANT LECTURER IN MENTAL HEALTH NURSING (4 POSITIONS)**

**Grade** : KU7  
**Department** : School of Nursing  
**Responsible to** : Head of Mental Health Nursing Department

#### **Purpose of the Job**

To support delivery of academic programmes.

### **Key Roles and Responsibilities**

- Supporting teaching and learning;
- Supervising students;
- Conducting research;
- Providing clinical service and supervision;
- Providing effective tutorials to students;
- Developing, adopting and adapting various new technologies and concepts in teaching and learning;
- Preparing and submitting reports.

### **Minimum Education, Qualifications and Experience**

- A Bachelor's Degree with credit or Honours Degree in a relevant field;
- Registered with a relevant professional body.

## **5. LECTURER IN NURSING EDUCATION (2 POSITIONS)**

**Grade** : KU6

**Department** : School of Nursing

**Responsible to** : Head of Nursing Education Department

### **Purpose of the Job**

To deliver academic programmes.

### **Key Roles and Responsibilities**

- Participating in the development and review of curriculum;
- Developing and reviewing teaching and learning materials;
- Providing effective tuition, assessment and supervision to students at various levels;
- Initiating and undertaking research projects, consultancies and outreach activities;
- Developing, adopting and adapting various new technologies and concepts in teaching and learning;
- Participating in developing and implementing resource mobilization strategies;
- Supporting in mentoring assistant lectures;
- Representing the Department in various fora;
- Publishing and disseminating research results;
- Preparing and submitting reports.

### **Minimum Education, Qualifications and Experience**

- Master's Degree or equivalent Professional qualification in a relevant field;

- 3 years' relevant work experience;
- Registered with relevant professional body.

## SCHOOL OF MEDICINE AND ORAL HEALTH

### 1. ASSISTANT LECTURER IN RADIOLOGY (2 POSITIONS)

**Grade** : KU7  
**Department** : School of Medicine and Oral Health  
**Responsible to** : Head of Radiology Unit

#### **Purpose of the Job**

To support delivery of academic programmes.

#### **Key Roles and Responsibilities**

- Supporting teaching and learning;
- Supervising students;
- Conducting research;
- Providing clinical service and supervision;
- Providing effective tutorials to students;
- Developing, adopting and adapting various new technologies and concepts in teaching and learning;
- Preparing and submitting reports.

#### **Minimum Education, Qualifications and Experience**

- A Bachelor's Degree with credit or Honours Degree in a relevant field;
- Registered with a relevant professional body.

### 2. LECTURER IN PAEDIATRICS AND CHILD HEALTH (4 POSITIONS).

**Grade** : KU6  
**Department** : School of Medicine and Oral Health  
**Responsible to** : Head of Paediatrics and Child Health

#### **Purpose of the Job**

To deliver academic programmes.

#### **Key Roles and Responsibilities**

- Participating in the development and review of curriculum;
- Developing and reviewing teaching and learning materials;
- Providing effective tuition, assessment and supervision to students at various levels;

- Initiating and undertaking research projects, consultancies and outreach activities;
- Developing, adopting and adapting various new technologies and concepts in teaching and learning;
- Providing clinical service and supervision
- Participating in developing and implementing resource mobilization strategies;
- Supporting in mentoring assistant lectures;
- Representing the Department in various fora;
- Publishing and disseminating research results;
- Preparing and submitting reports.

### **Minimum Education, Qualifications and Experience**

- Master's Degree or equivalent Professional qualification in a relevant field;
- 3 years' relevant work experience;
- Registered with relevant professional body.

### **3. LECTURER IN ORAL HEALTH SCIENCES (2 POSITIONS).**

<b>Grade</b>	: KU6
<b>Department</b>	: School of Medicine and Oral Health Sciences
<b>Responsible to</b>	: Head of Oral Health Sciences Department

### **Purpose of the Job**

To deliver academic programmes.

### **Key Roles and Responsibilities**

- Participating in the development and review of curriculum;
- Developing and reviewing teaching and learning materials;
- Providing effective tuition, assessment and supervision to students at various levels;
- Initiating and undertaking research projects, consultancies and outreach activities;
- Developing, adopting and adapting various new technologies and concepts in teaching and learning;
- Providing clinical service and supervision
- Participating in developing and implementing resource mobilization strategies;
- Supporting in mentoring assistant lectures;
- Representing the Department in various fora;
- Publishing and disseminating research results;
- Preparing and submitting reports.

### **Minimum Education, Qualifications and Experience**

- Master's Degree or equivalent Professional qualification in a relevant field;
- 3 years' relevant work experience;
- Registered with relevant professional body.

#### 4. LECTURER IN ANAESTHESIA (1 POSITION)

<b>Grade</b>	: KU6
<b>Department</b>	: School of Medicine and Oral Health Sciences
<b>Responsible to</b>	: Head of Anaesthesia and Intensive Care

##### **Purpose of the Job**

To deliver academic programmes.

##### **Key Roles and Responsibilities**

- Participating in the development and review of curriculum;
- Developing and reviewing teaching and learning materials;
- Providing effective tuition, assessment and supervision to students at various levels;
- Initiating and undertaking research projects, consultancies and outreach activities;
- Developing, adopting and adapting various new technologies and concepts in teaching and learning;
- Providing clinical service and supervision
- Participating in developing and implementing resource mobilization strategies;
- Supporting in mentoring assistant lectures;
- Representing the Department in various fora;
- Publishing and disseminating research results;
- Preparing and submitting reports.

##### **Minimum Education, Qualifications and Experience**

- Master's Degree or equivalent Professional qualification in a relevant field;
- 3 years' relevant work experience;
- Registered with relevant professional body.

#### 5. ASSISTANT LECTURER IN ANAESTHESIA (2 POSITIONS)

<b>Grade</b>	: KU7
<b>Department</b>	: School of Medicine and Oral Health
<b>Responsible to</b>	: Head of Anaesthesia and Intensive Care

##### **Purpose of the Job**

To support delivery of academic programmes.

### **Key Roles and Responsibilities**

- Supporting teaching and learning;
- Supervising students;
- Conducting research;
- Providing clinical service and supervision;
- Providing effective tutorials to students;
- Developing, adopting and adapting various new technologies and concepts in teaching and learning;
- Preparing and submitting reports.

### **Minimum Education, Qualifications and Experience**

- A Bachelor's Degree with credit or Honours Degree in a relevant field;
- Registered with a relevant professional body.

## SCHOOL OF LIFE SCIENCES AND ALLIED HEALTH PROFESSIONS

### 1. LECTURERS IN BIOINFORMATICS (2 POSITIONS)

**Grade** : KU6  
**Department** : School of Life Sciences and Allied Health Professions  
**Responsible to** : Head of Biomedical Sciences Department

#### **Purpose of the Job**

To deliver academic programmes.

#### **Key Roles and Responsibilities**

- Participating in the development and review of curriculum;
- Developing and reviewing teaching and learning materials;
- Providing effective tuition, assessment and supervision to students at various levels;
- Initiating and undertaking research projects, consultancies and outreach activities;
- Developing, adopting and adapting various new technologies and concepts in teaching and learning;
- Participating in developing and implementing resource mobilization strategies;
- Supporting in mentoring assistant lecturers;
- Representing the Department in various fora;
- Publishing and disseminating research results;
- Preparing and submitting reports.

#### **Minimum Education, Qualifications and Experience**

- A minimum of a Masters Degree in Bioinformatics, Computer Sciences, Molecular Biology or any other related field;
- Proven experience of application of Bioinformatics techniques in career or research;
- Demonstrable experience in either of the following subjects: Molecular Biology, Next Generation Sequencing, Phylogenetics and Molecular Evolution, Databases and Algorithms;
- Ability to program in R, Python or Perl;
- Ability to design and analyze algorithms;
- Experience in teaching and research.

### 2. LECTURER IN PHYSIOLOGY (2 POSITIONS)

**Grade** : KU6  
**Department** : School of Life Sciences and Allied Health Profession

**Responsible to** : Head of Biomedical Sciences Department

**Purpose of the Job**

To deliver academic programmes.

**Key Roles and Responsibilities**

- Participating in the development and review of curriculum;
- Developing and reviewing teaching and learning materials;
- Providing effective tuition, assessment and supervision to students at various levels;
- Initiating and undertaking research projects, consultancies and outreach activities;
- Developing, adopting and adapting various new technologies and concepts in teaching and learning;
- Participating in developing and implementing resource mobilization strategies;
- Supporting in mentoring assistant lecturers;
- Representing the Department in various fora;
- Publishing and disseminating research results;
- Preparing and submitting reports.

**Minimum Education, Qualifications and Experience**

- Master's Degree or equivalent Professional qualification in Science or PhD in any field related to Physiology;
- Experience in undergraduate/postgraduate students' supervision;
- Proven experience in the presentation of research papers at national/international conferences;
- Proven publication record in accredited journals.

**3. LECTURER IN BIOCHEMISTRY (2 POSITIONS)**

**Grade** : KU6

**Department** : School of Life Sciences and Allied Health Profession

**Responsible to** : Head of Biomedical Sciences Department

**Purpose of the Job**

To deliver academic programmes.

**Key Roles and Responsibilities**

- Participating in the development and review of curriculum;
- Developing and reviewing teaching and learning materials;
- Providing effective tuition, assessment and supervision to students at various levels;

- Initiating and undertaking research projects, consultancies and outreach activities;
- Developing, adopting and adapting various new technologies and concepts in teaching and learning;
- Participating in developing and implementing resource mobilization strategies;
- Supporting in mentoring assistant lectures;
- Representing the Department in various fora;
- Publishing and disseminating research results;
- Preparing and submitting reports.

### **Minimum Education, Qualifications and Experience**

- Master's Degree or equivalent Professional qualification in Science or a PhD in Biochemistry or any field in Biological Sciences;
- Experience in undergraduate/postgraduate students' supervision;
- Proven experience in the presentation of research papers at national/international conferences;
- Proven publication record in accredited journals.

#### **4. LECTURER IN MEDICINES AND MEDICAL SUPPLIES MANAGEMENT (1 POSITION)**

**Grade** : KU6

**Department** : School of Life Sciences and Allied Health Profession

**Responsible to** : Head of Pharmacy Department

#### **Purpose of the Job**

To deliver academic programmes.

#### **Key Roles and Responsibilities**

- Participating in the development and review of curriculum;
- Developing and reviewing teaching and learning materials;
- Providing effective tuition, assessment and supervision to students at various levels;
- Initiating and undertaking research projects, consultancies and outreach activities;
- Developing, adopting and adapting various new technologies and concepts in teaching and learning;
- Participating in developing and implementing resource mobilization strategies;
- Supporting in mentoring assistant lectures;
- Representing the Department in various fora;
- Publishing and disseminating research results;
- Preparing and submitting reports.

### **Minimum Education, Qualifications and Experience**

- Master's Degree or equivalent Professional qualification in Supply Chain, Management, or Health Economics plus relevant Bachelors' Degree with a strong credit or its equivalent.
- Registration with relevant professional body

## **5. LECTURER IN TOXICOLOGY (1 POSITION)**

**Grade** : KU6

**Department** : School of Life Sciences and Allied Health Professions

**Responsible to** : Head of Pharmacy Department

### **Purpose of the Job**

To deliver academic programmes.

### **Key Roles and Responsibilities**

- Participating in the development and review of curriculum;
- Developing and reviewing teaching and learning materials;
- Providing effective tuition, assessment and supervision to students at various levels;
- Initiating and undertaking research projects, consultancies and outreach activities;
- Developing, adopting and adapting various new technologies and concepts in teaching and learning;
- Participating in developing and implementing resource mobilization strategies;
- Supporting in mentoring assistant lectures;
- Representing the Department in various fora;
- Publishing and disseminating research results;
- Preparing and submitting reports.

### **Minimum Education, Qualifications and Experience**

- Master of Science in Toxicology-related field plus Bachelors' Degree in relevant field with a credit or its equivalent.
- Registerable or registered with relevant professional body

## 6. SENIOR LECTURER IN PHARMACOLOGY/CLINICAL PHARMACOLOGY (1 POSITION)

**Grade** : KU5

**Department** : School of Life Sciences and Allied Health Professions

**Responsible to** : Head of Pharmacy Department

### **Purpose of the Job**

To deliver academic programmes.

### **Key Roles and Responsibilities**

- Participating in developing and reviewing of curriculum;
- Developing and reviewing teaching and learning materials;
- Providing effective tuition, assessment and supervision to students at various levels;
- Initiating and undertaking research projects, consultancies, and outreach activities;
- Developing and promoting adoption and adaptation of various new technologies and concepts in teaching and learning;
- Developing and implementing resource mobilization strategies;
- Facilitating mentoring of Lecturers, Assistant Lecturers and students;
- Publishing and disseminating research results;
- Representing the departments in different fora;
- Preparing and submitting reports

### **Minimum Education, Qualifications and Experience**

- Master's Degree or equivalent Professional qualification in Pharmacology or Clinical Pharmacology plus Bachelors' Degree in relevant field with a credit or its equivalent;
- Registerable or registered with relevant professional body is an added advantage;
- Ability to work in a clinical team that includes other health professionals;
- A proven publication record in peer-reviewed journals

## 7. SENIOR LECTURER IN CLINICAL PHARMACY (1 POSITION)

**Grade** : KU5

**Department** : School of Life Sciences and Allied Health Profession

**Responsible to** : Head of Pharmacy Department

### **Purpose of the Job**

To deliver academic programmes.

### **Key Roles and Responsibilities**

- Participating in developing and reviewing of curriculum;
- Developing and reviewing teaching and learning materials;
- Providing effective tuition, assessment and supervision to students at various levels;
- Initiating and undertaking research projects, consultancies, and outreach activities;
- Developing and promoting adoption and adaptation of various new technologies and concepts in teaching and learning;
- Developing and implementing resource mobilization strategies;
- Facilitating mentoring of Lecturers, Assistant Lecturers and students;
- Publishing and disseminating research results;
- Representing the departments in different fora;
- Preparing and submitting reports

### **Minimum Education, Qualifications and Experience**

- Master's Degree or equivalent Professional qualification in Clinical Pharmacy or Clinical Pharmacology plus Bachelors' Degree in relevant field with a credit or its equivalent
- Registerable or registered with relevant professional body (either PMRA or equivalent in their country);
- Ability to work in a clinical team;
- A proven publication record in peer-reviewed journals

## **8. LECTURER IN PHARMACOGNOSY AND MEDICINAL CHEMISTRY (1 POSITION)**

**Grade** : KU6

**Department** : School of Life Sciences and Allied Health Profession

**Responsible to** : Head of Pharmacy Department

### **Purpose of the Job**

To deliver academic programmes.

### **Key Roles and Responsibilities**

- Participating in the development and review of curriculum;
- Developing and reviewing teaching and learning materials;
- Providing effective tuition, assessment and supervision to students at various levels;
- Initiating and undertaking research projects, consultancies and outreach activities;
- Developing, adopting and adapting various new technologies and concepts in teaching and learning;

- Participating in developing and implementing resource mobilization strategies;
- Supporting in mentoring assistant lectures;
- Representing the Department in various fora;
- Publishing and disseminating research results;
- Preparing and submitting reports.

### **Minimum Education, Qualifications and Experience**

- Master of Science in Pharmacognosy/Medicinal Chemistry (or related field) plus Bachelors' Degree in relevant field with a credit or its equivalent;
- Registerable or registered with relevant professional body

## **9. LECTURER IN PHARMACY PRACTICE AND PHARMACOVIGILANCE (1 POSITION)**

**Grade** : KU6

**Department** : School of Life Sciences and Allied Health Professions

**Responsible to** : Head of Pharmacy Department

### **Purpose of the Job**

To deliver academic programmes.

### **Key Roles and Responsibilities**

- Participating in the development and review of curriculum;
- Developing and reviewing teaching and learning materials;
- Providing effective tuition, assessment and supervision to students at various levels;
- Initiating and undertaking research projects, consultancies and outreach activities;
- Developing, adopting and adapting various new technologies and concepts in teaching and learning;
- Participating in developing and implementing resource mobilization strategies;
- Supporting in mentoring assistant lectures;
- Representing the Department in various fora;
- Publishing and disseminating research results;
- Preparing and submitting reports.

### **Minimum Education, Qualifications and Experience**

- Master of Science in Drug Development/ Pharmacy/ Pharmacovigilance/ pharmaco-epidemiology plus Bachelors' Degree in Pharmacy with a credit or its equivalent;

- Registerable or registered with the PMRA or equivalent body

## SCHOOL OF GLOBAL AND PUBLIC HEALTH

### 1. LECTURER IN SOCIAL SCIENCE/ARTS (3 POSITIONS)

<b>Grade</b>	: KU6
<b>Department</b>	: School of Global and Public Health
<b>Responsible to</b>	: Head of Bioethics, Behavioral and Health Social Sciences Department

#### **Purpose of the Job**

To deliver academic programmes.

#### **Key Roles and Responsibilities**

- Participating in the development and review of curriculum;
- Developing and reviewing teaching and learning materials;
- Providing effective tuition, assessment and supervision to students at various levels;
- Initiating and undertaking research projects, consultancies and outreach activities;
- Developing, adopting and adapting various new technologies and concepts in teaching and learning;
- Participating in developing and implementing resource mobilization strategies;
- Supporting in mentoring assistant lecturers;
- Representing the Department in various fora;
- Publishing and disseminating research results;
- Preparing and submitting reports.

#### **Minimum Education Qualifications and Experience**

- Master's Degree or equivalent Professional qualification in Philosophy and human ethics, Sociology, Anthropology or related fields;
- 3 years' relevant work experience.

## 2. LECTURER IN HEALTH SYSTEMS (3 POSITIONS)

**Grade** : KU6

**Department** : School of Global and Public Health

**Responsible to** : Head of Health Systems and Policy Department

### **Purpose of the Job**

To deliver academic programmes.

### **Key Roles and Responsibilities**

- Participating in the development and review of curriculum;
- Developing and reviewing teaching and learning materials;
- Providing effective tuition, assessment and supervision to students at various levels;
- Initiating and undertaking research projects, consultancies and outreach activities;
- Developing, adopting and adapting various new technologies and concepts in teaching and learning;
- Participating in developing and implementing resource mobilization strategies;
- Supporting in mentoring assistant lecturers;
- Representing the Department in various fora;
- Publishing and disseminating research results;
- Preparing and submitting reports.

### **Minimum Education Qualifications and Experience**

- MBBS or its equivalent plus Master's Degree or equivalent Professional qualification in Public Health, Business Administration, Health Care Financing, Entrepreneurship or any related field;
- 3 years' relevant work experience.

## 3. LECTURER IN EPIDEMIOLOGY AND BIostatISTICS (4 POSITIONS)

**Grade** : KU6

**Department** : School of Global and Public Health

**Responsible to** : Head of Epidemiology and Biostatistics Department

### **Purpose of the Job**

To deliver academic programmes.

### **Key Roles and Responsibilities**

- Participating in the development and review of curriculum;
- Developing and reviewing teaching and learning materials;

- Providing effective tuition, assessment and supervision to students at various levels;
- Initiating and undertaking research projects, consultancies and outreach activities;
- Developing, adopting and adapting various new technologies and concepts in teaching and learning;
- Participating in developing and implementing resource mobilization strategies;
- Supporting in mentoring assistant lecturers;
- Representing the Department in various fora;
- Publishing and disseminating research results;
- Preparing and submitting reports.

#### **Minimum Education Qualifications and Experience**

- Master's Degree or equivalent Professional qualification in Biostatistics, Epidemiology, One Health or any related field;
- 3 years' relevant work experience.

### **4. LECTURER IN PUBLIC HEALTH (5 POSITIONS)**

**Grade** : KU6

**Department** : School of Global and Public Health

**Responsible to** : Head of Community and Environmental Health Department

#### **Purpose of the Job**

To deliver academic programmes.

#### **Key Roles and Responsibilities**

- Participating in the development and review of curriculum;
- Developing and reviewing teaching and learning materials;
- Providing effective tuition, assessment and supervision to students at various levels;
- Initiating and undertaking research projects, consultancies and outreach activities;
- Developing, adopting and adapting various new technologies and concepts in teaching and learning;
- Participating in developing and implementing resource mobilization strategies;
- Supporting in mentoring assistant lecturers;
- Representing the Department in various fora;
- Publishing and disseminating research results;
- Preparing and submitting reports.

### **Minimum Education Qualifications and Experience**

- Master's Degree or equivalent Professional qualification in Public Health, Environmental Health, Health Promotion, MMed in Public Health or any related field;
- 3 years' relevant work experience.

## **5. LECTURER IN NUTRITION AND DIETETICS (4 POSITIONS)**

**Grade** : KU6  
**Department** : School of Global and Public Health  
**Responsible to** : Head of Nutrition and Dietetics Department

### **Purpose of the Job**

To deliver academic programmes.

### **Key Roles and Responsibilities**

- Participating in the development and review of curriculum;
- Developing and reviewing teaching and learning materials;
- Providing effective tuition, assessment and supervision to students at various levels;
- Initiating and undertaking research projects, consultancies and outreach activities;
- Developing, adopting and adapting various new technologies and concepts in teaching and learning;
- Participating in developing and implementing resource mobilization strategies;
- Supporting in mentoring assistant lectures;
- Representing the Department in various fora;
- Publishing and disseminating research results;
- Preparing and submitting reports.

### **Minimum Education, Qualifications and Experience**

- MBBS, Nursing, Bachelor of Science degree plus a Master's Degree or equivalent Professional qualification in Food Sciences or Dietetics or any equivalent qualification;
- 3 years' relevant work experience.

## SCHOOL OF MATERNAL, NEONATAL AND REPRODUCTIVE HEALTH

### 1. LECTURER IN NEONATAL HEALTH (3 POSITIONS).

<b>Grade</b>	: KU6
<b>Department</b>	: School of Maternal, Neonatal and Reproductive Health
<b>Responsible to</b>	: Head of Neonatal Health Department

#### **Purpose of the Job**

To deliver academic programmes.

#### **Key Roles and Responsibilities**

- Participating in the development and review of curriculum;
- Developing and reviewing teaching and learning materials;
- Providing effective tuition, assessment and supervision to students at various levels;
- Initiating and undertaking research projects, consultancies and outreach activities;
- Developing, adopting and adapting various new technologies and concepts in teaching and learning;
- Providing clinical service and supervision
- Participating in developing and implementing resource mobilization strategies;
- Supporting in mentoring assistant lectures;
- Representing the Department in various fora;
- Publishing and disseminating research results;
- Preparing and submitting reports.

#### **Minimum Education, Qualifications and Experience**

- Bachelor's degree with at least a credit in Midwifery, Nursing and Midwifery or Nursing with a Certificate in Midwifery, plus a Master's Degree in Neonatal Health or in any relevant field;
- 3 years' relevant work experience;
- Registered with Nurses and Midwives Council or other relevant professional body.

### 2. LECTURER IN REPRODUCTIVE HEALTH (3 POSITIONS).

<b>Grade</b>	: KU6
<b>Department</b>	: School of Maternal, Neonatal and Reproductive Health
<b>Responsible to</b>	: Head of Reproductive Health Department

## Purpose of the Job

To deliver academic programmes.

## Key Roles and Responsibilities

- Participating in the development and review of curriculum;
- Developing and reviewing teaching and learning materials;
- Providing effective tuition, assessment and supervision to students at various levels;
- Initiating and undertaking research projects, consultancies and outreach activities;
- Developing, adopting and adapting various new technologies and concepts in teaching and learning;
- Providing clinical service and supervision
- Participating in developing and implementing resource mobilization strategies;
- Supporting in mentoring assistant lectures;
- Representing the Department in various fora;
- Publishing and disseminating research results;
- Preparing and submitting reports.

## Minimum Education, Qualifications and Experience

- Bachelor's degree with at least a credit in Midwifery, Nursing and Midwifery or Nursing with a Certificate in Midwifery, plus a Master's Degree in Reproductive Health/Women's Health or in any relevant field;
- 3 years' relevant work experience;
- Registered with Nurses and Midwives Council or other relevant professional body.

### 3. LECTURER IN MIDWIFERY (5 POSITIONS)

<b>Grade</b>	: KU6
<b>Department</b>	: School of Maternal, Neonatal and Reproductive Health
<b>Responsible to</b>	: Head of Neonatal Health Department

## Purpose of the Job

To deliver academic programmes.

## Key Roles and Responsibilities

- Participating in the development and review of curriculum;
- Developing and reviewing teaching and learning materials;

- Providing effective tuition, assessment and supervision to students at various levels;
- Initiating and undertaking research projects, consultancies and outreach activities;
- Developing, adopting and adapting various new technologies and concepts in teaching and learning;
- Providing clinical service and supervision
- Participating in developing and implementing resource mobilization strategies;
- Supporting in mentoring assistant lectures;
- Representing the Department in various fora;
- Publishing and disseminating research results;
- Preparing and submitting reports.

### **Minimum Education, Qualifications and Experience**

- Bachelor's degree with at least a credit in Midwifery, Nursing and Midwifery or Nursing with a Certificate in Midwifery, plus a Master's Degree in Midwifery/Public Health with a focus in Maternal and Neonatal Health or in any relevant field;
- 3 years' relevant work experience;
- Registered with Nurses and Midwives Council or other relevant professional body.

## **UNIVERSITY LIBRARY**

### **1. LIBRARY COMMISSIONAIRE (4 POSITIONS)**

**Grade** : KU12  
**Department** : University Library  
**Responsible to** : Head of the Client Services Unit

#### **Job Purpose**

To support general library services.

#### **Key Roles and Responsibilities**

- Identifying, collecting and compiling worn out materials;
- Undertaking minor book repairs;
- Collecting and shelving unsorted library materials;
- Performing pre- and post-bindery processing activities;
- Compiling statistics of library materials sent for binding;
- Searching users on library entry or exit;
- Dusting of library materials and shelves;

- Arranging chairs and tables;
- Undertaking library patrols;
- Reporting emerging cases in the library and condition of library materials.

#### **Minimum Education, Qualification and Experience**

- MSCE;
- 1 year relevant work experience.

### **MARKETING AND COMMUNICATIONS DIVISION**

#### **1. CREATIVE DESIGNER (1 POSITION)**

**Grade** : KU9  
**Department** : Marketing and Communication Division  
**Responsible to** : Communications Officer

#### **Purpose of the Job**

To shape the visual aspects of KUHeS communication campaigns, tools and promotion materials.

#### **Key Duties and Responsibilities**

- Defining creative design requirements in terms of time, budget and personnel; and managing external design works agencies
- Visualizing and creating graphics, animations, videos
- Working hand in hand with Communication team in developing concepts and themes for KUHeS communication campaigns that apply across different media
- Monitoring and tracking performance of visual and creative content in communication campaigns
- Managing photography and video shooting sessions
- Overseeing management of image, photo and video library

#### **Minimum Education, Qualifications and Experience**

- Diploma in Graphic Design, Fine Arts or related fields
- 3 years work experience in designing adverts (multimedia), newsletters, website designs/content and related material.

#### **APPLICATION PROCEDURE**

Interested individuals meeting the requirements above should submit applications including: certified copies of certificates; detailed CV including

names, emails and phone contacts of three (3) traceable professional referees to:

The Registrar  
Kamuzu University of Health Sciences  
Private Bag 360  
Chichiri  
Blantyre 3

Or email to: [recruitment@kuhes.ac.mw](mailto:recruitment@kuhes.ac.mw)

Applicants submitting via email must indicate the title of the post in the subject line of the email. Applications should be submitted by **31<sup>st</sup> December, 2023**. Only shortlisted candidates will be acknowledged.

KUHeS is an equal opportunity employer and therefore encourages applications from qualified men, women and persons with disabilities.