# VENITE UNIVERSITY, ILORO EKITI,
## EKITI STATE, NIGERIA

# EXTERNAL ADVERTISEMENT

## (A) Principal Officers at Venite University, Iloro Ekiti

Venite University, Iloro Ekiti, is one of the newly approved private universities in Nigeria located at Iloro Ekiti, Ijero Local Government area of Ekiti State, Nigeria. The university is a conventional university and shall offer programmes in both arts-based and science-based disciplines. Our core values are Honesty, Creativity and Innovation.

Interested candidates, who meet the requisite qualifications and experience as stated below, may apply. Each appointment is for a term of five years

**(1). OFFICE OF THE REGISTRAR**

(i) A good Bachelors' degree with Honours from a recognized university; with at least 15 (fifteen) years of cognate experience, preferably in a University or other institutions of higher learning. (Acquisition of a higher degree(s) and professional certificates will be an added advantage;

(ii) Proven records of sound administrative leadership including membership in recognized professional management bodies.

(iii) Presently not below the rank of a Deputy Registrar.

**(2). OFFICE OF THE BURSAR**

(i) A Bachelor of Science honours degree in Accounting and shall possess professionally recognized accounting qualifications and be a Chartered Accountant with at least 15 years post-qualification service in a recognized University or in other higher institutions of learning.

(ii) must not be below the rank of Deputy Bursar

**(3). UNIVERSITY LIBRARIAN**

(i) Must have earned a Ph.D in Library Science with evidence of outstanding and continuing achievements in the field with at least 20 (Twenty) good publications indexed in internationally accepted indexing platforms.

(ii) Must be computer literate

(iii) Must not be below the rank of Deputy Librarian.

## (B) Teaching and Non-teaching Positions

The programmes for which these positions are required are in the Colleges of:

**a) College of Allied Health Sciences**

- Nursing Science
- Public Health
- Medical Laboratory Science
- Physiotherapy

**b) College of Science and Computing Studies**

- Microbiology
- Biochemistry
- Forensic Science
- Computer science
- Cyber Security
- Software Engineering
- Information Technology

**c) College of Social and Management Science**

- Accounting
- Economics & Development Studies
- Criminology & Security Studies
- Peace Studies and Conflict Resolution
- Mass Communication
- Entrepreneurship Studies
- Taxation
- Public Administration
- International Relations & Strategic Studies.

**Teaching Positions**

- Professor VUIASS 07
- Associate Prof/Reader VUIASS 06
- Senior Lecturer VUIASS 05
- Lecturer I VUIASS 04
- Lecturer II – VUIASS 03

**Non-Teaching Staff.**

- Admission Officer VUINTSS 08
- Content Marketer /Graphic Designer VUINTSS 08
- Administrative Officer VUINTSS 08
- Administrative Assistant VUINTSS 07
- Counseling/ Psychologist VUINTSS 08
- Senior Programmer/ System Analyst VUINTSS 09
- Webmaster/ System Analyst/ Programmer VUINTSS 08
- Data Processing Officer VUINTSS 07
- Principal Information/Communication Officer VUINTSS 11
- Senior Information Officer VUINTSS 09.
- Senior Planning Officer VUINTSS 09
- Academic Planning Officer I VUINTSS 08.
- Confidential Secretary VUINTSS 07
- Senior Assistant Registrar VUINTSS 11
- Assistant Registrar VUINTSS 09
- Administrative Officer 1 VUINTSS 08
- Accountant 1 VUINTSS 08
- Accountant 11 VUINTSS 07
- Librarian I VUIASS 03
- Librarian 11 VUIASS 02
- Library Officer VUINTSS 07
- Technologist 11 VUINTSS 07
- Medical Officer VUIMESS
- Staff Nurses VUINTSS 06
- Sports Coach 11 VUINTSS 07

## QUALIFICATIONS AND REQUIREMENTS

(i) In all cases, candidates must show evidence of high research potentials, teaching capacity and adequate publications in peer-reviewed reputable journals.

1. **Professor:** A Ph.D. degree in the discipline applied for with at least 12 years of post-qualification, Candidate must show evidence of scholarly publications in Scopus or ISI indexed journal with a good h-index, Membership of professional bodies will be an added advantage.
2. **Associate Professor (Reader):** Same as for Professor but with at least 10 years post –qualification.
3. **Senior Lecturer:** Same as for Professor but with at least 7 years of post-qualification, full time, relevant teaching and research experience.
4. **Lecturer I:** Ph.D. degree from a reputable university, with at least 3 years of post -qualification teaching experience, and evidence of scholarly publications.
5. **Lecture II:** A fresh Ph.D degree with evidence of scholarly publications

**(ii) Non-Teaching Positions**

Candidates must possess a good honours degree with at least Second Class (Lower Division) in related fields, must be computer literate.

## METHOD OF APPLICATION

All submission must be online at **https://careers.veniteuniversity.edu.ng/** For more information please contact: **info@veniteuniversity.edu.ng**. Applicants are also required to submit their curriculum vitae, credentials and application letter giving the following information in the order listed below:

i. Full Name (Surname first, in capital letters)
ii. Post Desired and Department
iii. Date and Place of Birth
iv. Age (attach evidence)
v. Gender
vi. Local Government Area
vii. State of Origin
viii. Nationality
ix. Permanent Home Address
x. Current Postal Address
xi. Mobile Phone Number
xii. E-mail Address
xiii. Marital Status
xiv. Number of Children (with ages)
xv. Institutions Attended (with dates)
xvi. Academic Qualifications (with dates)
xvii. Professional Qualifications (with dates)
xviii. Scholarship and Prizes at University, Secondary or Technical Level (starting with the latest)
xix. Training Programmes Attended (Period of Training and College; describe courses taken, starting with the latest)
xx. Honours, Distinctions and Membership of Learned/ Professional Societies (starting with the latest)
xxi. Previous Employment (general and specific experiences, with dates – starting with the most recent)
xxii. Present Employment, Status and Salary (indicating level, step and salary per annum)
xxiii. Research Interests and Commissioned Projects (completed, starting with the latest; in progress, list)
xxiv. Publications, discoveries and inventions with details (where applicable)
xxv. Major Conferences and Workshops Attended with Paper read (starting with the latest)
xxvi. Details of administrative, fundraising and managerial activities and experience in universities and related institutions and organizations.
xxvii. Teaching Experience (where Applicable)
xxviii. Service to the Community (with status and dates)
xxix. Extra Curricular Activities
xxx. Names and Addresses of three (3) Referees

*Signature..... Date.....*

*Applicants should also contact their Referees to submit soft copies of reference letter directly to the Vice Chancellor at* **VC@veniteuniversity.edu.ng** *not later than four (4) weeks.*

## (C) SALARY

The salary for the posts are attractive, negotiable and would be such as are currently earned in any reputable university in Nigeria.

**Closing Date:**

Application closes six (6) weeks with effect from the date of this advertisements *(Only shortlisted candidates will be contacted)*

*Signed:*

**Management**