



8 Jones Street
Freetown

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VACANCY ANNOUNCEMENT

Job Title:	Vice-Chancellor and Principal, Njala University
Type of Appointment:	Contract/NASSIT
Status:	Senior Staff
Tenure :	Four years renewable by mutual consent for a further final four years term. Retirement age for the position is 65 years
Main Purpose of the Job:	As provided for by the Universities Act 2021 under Part IV Section 8.

“A University shall have a Vice-Chancellor and Principal who shall be a person of high academic and administrative distinction and of the rank of a Professor from a recognized University, with proven managerial skills and ability to mobilize and generate resources for the University, appointed by the Chancellor on the advice of the Minister, based on the recommendation of a joint search committee of the Court and the Tertiary Education Commission, under such terms and conditions as the Court may determine.”

Suitable candidates not above the age of 60 years are invited to apply.

The Vice-Chancellor and Principal shall be the Chief Academic and Administrative Officer of the University;

Key duties include, but not limited to, the following:

The Vice-Chancellor and principal shall

- be responsible generally to the University Court and the Senate for maintaining and promoting the efficiency of the University;
- be the vote controller of the University and in his absence, the Pro Vice-Chancellor and the Registrar shall, together with the Finance Director, be co-signatory to all University bank accounts, except campus accounts;
- the Campus accounts shall be presented to the Vice-Chancellor and Principal on a quarterly basis for review with the Finance Director;
- cooperate with the Commission [Tertiary Education Commission] on matters pertaining to that Commission’s responsibility to the University; and
- present annual report on academic and administrative matters to the next sitting of the Court.

All applications to be addressed to:

**The Chairman
Tertiary Education Commission
8 Jones Street, Freetown, Sierra Leone**

All applications must be accompanied by:

- a) Curriculum Vitae**
- b) Photocopies of all relevant certificates**
- c) Three referees one of whom must be from the applicant's current or past place of work.**

Closing date for receipt of all applications is **3pm on Wednesday 7th March 2022**.
Please note that only short-listed candidates will be invited to the interview.

Soft copies of application documents may also be sent by email to:
tertiaryeducationcommission7@gmail.com