



REDEEMER'S UNIVERSITY EDE, OSUN STATE

ADVERTISEMENT FOR SENIOR STAFF POSITIONS

Redeemer's University is a private, faith-based University, owned by the Redeemed Christian Church of God (RCCG). It was licensed by the Federal Government of Nigeria in January 2005. The University is committed to the development of high quality moral and academic standards, both at the undergraduate and postgraduate levels.

Redeemer's University hosts the World Bank supported African Centre of Excellence for the Genomics of Infectious Diseases (ACEGID) and had won many other awards and grants, including the Audacious Sentinel Project.

Applications are invited from suitably qualified candidates to fill the following senior staff positions in the University:

1. Administrative Officer II (RUHSS 07)

The candidate must possess a good honours degree (not below Second Class Lower Division) or equivalent qualification from a recognized University.

2. Administrative Officer I (RUHSS 08)

The candidate must possess a good honours degree (not below Second Class Lower Division) or equivalent qualification from a recognized University with at least 3 years post-qualification experience.

METHOD OF APPLICATION

Candidates are required to submit 12 type-written copies of application with detailed curriculum vitae, photocopies of credentials and supporting documentation. The CV should be presented in the following order:

1. Name (underline surname)
2. Place and Date of Birth
3. Nationality/State of Origin
4. Marital Status/Number and Ages of Children
5. Postal/Contact Address (with Phone No. and e-mail address)
6. Name and Address of Spouse
7. Name and Address of Next of Kin
8. Post Desired

9. Educational Institutions Attended with Dates
10. Academic and Professional Qualifications
11. Membership of Professional Bodies
12. Distinctions and Awards
13. Work Experience with Full Details of Former and Present Posts
14. Current Position and Date of Last Promotion/Appointment/Re-grading
15. Current Salary and Status/Grade Level
16. Major Services to the Nation
17. Important Conferences/Workshops/Courses attended
18. Publications
19. Extra-Curricular Activities
20. Names and Addresses of 3 Referees.
21. Proposed date of availability for duty if selected.

COMPUTER LITERACY IS A REQUIREMENT FOR ALL POSITIONS.

Applications and supporting documentation should be forwarded or hand delivered not later than Friday, 23rd April, 2021 to:

The Registrar,
Redeemer's University
PMB 230, Ede, Osun State

MR. O. E. AKINDELE
R E G I S T R A R