



# **MBARARA UNIVERSITY OF SCIENCE AND TECHNOLOGY(MUST)**

## **INTERNAL ADVERT No. 3/2023**

### **PROMOTIONAL OPPORTUNITIES**

With effect from 17<sup>th</sup> April, 2023, the Ministry of Public Service dropped all non-wage allowances from the MUST payroll. Council re-allocated the funds arising from the dropped allowances to promotions in areas with critical manpower shortages.

Applications are therefore invited from suitably qualified members of staff of MUST to fill vacant positions that exist in the University Service. Applicants are required to submit their applications accompanied by detailed CVs, copies of all relevant academic documents, appointment letters and other employment documents. For publications, the applicant should attach a detailed list but not the publications themselves. The applicant should send soft copies of the publications to the email below.

The applications should be addressed to the Director Human Resources **and submitted** at the address below not later than **Thursday 18<sup>th</sup> May, 2023 at 5.00 pm.**

The Director Human Resources,  
Mbarara University of Science and Technology,  
P.O Box 1410, Mbarara  
Email: [appointments@must.ac.ug](mailto:appointments@must.ac.ug)

Hard copy applications should be delivered to:  
Central Registry,  
Ground Floor,  
Estates and Works Block,  
**KIHUMURO CAMPUS**

*The Advert may also be accessed on the MUST website [www.must.ac.ug](http://www.must.ac.ug).*

**FACULTY: MEDICINE**

**Position:** Senior Lecturer: Biochemistry (01), Internal Medicine (01), Surgery (01), and Anesthesia (01)

**Salary Scale:** M5

**Reports to:** Head of Department

**Number of posts:** Four (04 - as specified)

**Tenure of Appointment:** Permanent

**Qualifications and experience:**

The applicant should meet the criteria below:

1. Master's degree in the relevant field
2. PhD in the relevant field (or for clinical scholars, PhD or PhD track shall be an added advantage for staff in clinical disciplines).
3. At least seven (07) peer-reviewed publications; or seven (07) published peer-reviewed book chapters; or one (01) published book with an ISBN, in the relevant area of specialization.
4. At least two (02) publications as first author; or two (02) published book chapters; or one (01) published book with an ISBN since the last promotion or appointment.
5. Supervision of at least two (02) graduate students of MUST to completion since the last promotion or appointment.
6. Evidence of Community Service.
7. Evidence of contribution to community service.
8. Registration with the relevant professional body (where applicable).
9. Valid practicing license (where applicable).
10. Must have served as a full time Lecturer in the department where the position is located and is on government payroll.
11. Must have up-to-date performance appraisal forms for the last three years (2019/2020, 2020/2021 & 2021/2022).

**Duties and Responsibilities:**

1. Teaching, engaging, informing, and inspiring staff and students through both classroom and online delivery of lectures, tutorials and seminars (and clinical or laboratory demonstrations where applicable).
2. Developing innovative teaching materials for physical and online delivery to undergraduate and postgraduate students.

3. Carrying out clinical instruction to students on the ward, clinics and operating rooms (where applicable).
4. Carrying out clinical work in the department (ward rounds, on call duties and theatre) (where applicable).
5. Supervising undergraduate and postgraduate students undertaking research projects.
6. Conducting high impact research and disseminating research findings.
7. Assessing and evaluating students' work, compiling and grading of examinations results.
8. Contributing to the planning and evaluation of academic programs in the Department / Faculty.
9. Assisting in marketing Departmental programs, as required.
10. Participating in professional duties such as Faculty open days and other recruitment activities as appropriate.
11. Contributing to the University and wider society through community service.
12. Writing proposals for attracting resources to the Department.
13. Mentoring junior staff and students.
14. Performing any other duties that may be assigned from time to time by the Head of Department or Faculty and University Management.

**Position:** Lecturer: Emergency Medicine (01), Internal Medicine (01), Pediatrics (01), Surgery (01), Pathology (01), Medical Laboratory Science (01), Pharmacy (01), Nursing (01))

**Salary Scale:** M6.1 (TS)

**Reports to:** Head of Department

**Number of posts:** Eight (08), as specified above.

**Tenure of Appointment:** Permanent

**Qualifications and experience:**

1. Bachelor's degree in the relevant field
2. Master's degree in the relevant field.
3. PhD or being on PhD track in the relevant field shall be an added advantage.
4. Evidence of contribution to community service.
5. Must have served as a full time Assistant Lecturer in the department where the position is located and is on government payroll.
6. Must have up-to-date performance appraisal forms for the last three years (2019/2020, 2020/2021 & 2021/2022).

### **Duties and Responsibilities:**

1. Teaching, engaging, informing, and inspiring staff and students through both classroom and online delivery of lectures, tutorials, seminars and clinical or laboratory demonstrations.
2. Developing innovative teaching materials for physical and online delivery to undergraduate and postgraduate students.
3. Carrying out clinical instruction to students on the ward, clinics and operating rooms.
4. Carrying out clinical work in the department (ward rounds, on call duties and theatre).
5. Supervising undergraduate and postgraduate students undertaking research projects.
6. Conducting high impact research and disseminating research findings.
7. Assessing and evaluating students' work, compiling and grading of examinations results.
8. Contributing to the planning and evaluation of academic programs in the Department / Faculty.
9. Assisting in marketing Departmental programs, as required.
10. Participating in professional duties such as Faculty open days and other recruitment activities as appropriate.
11. Contributing to the University and wider society through community service.
12. Writing proposals for attracting resources to the Department.
13. Mentoring junior staff and students.
14. Performing any other duties that may be assigned from time to time by the Head of Department or Faculty and University Management.

<b>Position:</b>	Lecturer (Pharmaceutical Sciences)
<b>Salary Scale:</b>	M6.1 (TS)
<b>Reports to:</b>	Head of Department
<b>Number of posts:</b>	One (01)
<b>Tenure of Appointment:</b>	Permanent

### **Qualifications and experience:**

1. Bachelor's degree in the relevant field
2. Master's degree in the relevant field.
3. PhD or being on PhD track in the relevant field.

4. Evidence of contribution to community service.
5. Must have served as a full time Assistant Lecturer in the Department.
6. Must have up-to-date performance appraisal forms for the last three years (2019/2020, 2020/2021 & 2021/2022).

**Duties and Responsibilities:**

1. Teaching, engaging, informing, and inspiring staff and students through both classroom and online delivery of lectures, tutorials, seminars or laboratory demonstrations.
2. Developing innovative teaching materials for physical and online delivery to undergraduate and postgraduate students.
3. Supervising undergraduate and postgraduate students undertaking research projects.
4. Conducting high impact research and disseminating research findings.
5. Assessing and evaluating students' work, compiling and grading of examinations results.
6. Contributing to the planning and evaluation of academic programs in the Department / Faculty.
7. Assisting in marketing Departmental programs, as required.
8. Participating in professional duties such as Faculty open days and other recruitment activities as appropriate.
9. Contributing to the University and wider society through community service.
10. Writing proposals for attracting resources to the Department.
11. Mentoring junior staff and students.
12. Performing any other duties that may be assigned from time to time by the Head of Department or Faculty and University Management.

**FACULTY:**

**SCIENCE**

**Position:** Senior Lecturer: Chemistry (01), Physics (01) and Biology (01)

**Salary Scale:** M5 (TS)

**Reports to:** Head of Department

**Number of posts:** Three (03)

**Tenure of Appointment:** Permanent

**Qualifications and experience:**

The applicant must meet the following criteria:

1. A Master's degree in the relevant field.

2. PhD in the relevant field.
3. At least seven (07) peer-reviewed publications; or seven (07) published peer-reviewed book chapters; or one (01) published book with an ISBN, in a relevant area of specialization.
4. At least two (02) publications as first author; or two (02) published book chapters; or one (01) published book with an ISBN since the last promotion / appointment.
5. Supervision of at least two (02) graduate students of MUST to completion since the last promotion or appointment.
6. Evidence of Community Service.
7. Must have served for at least three years as a Lecturer on permanent terms and is on government payroll.
8. Must have up-to-date performance appraisal forms for the last three years (2019/2020, 2020/2021 & 2021/2022).

**Duties and Responsibilities:**

1. Teaching, engaging, informing, and inspiring staff and students through both classroom and online delivery of lectures, tutorials and seminars.
2. Developing required teaching materials for both classroom and online delivery.
3. Supervising undergraduate and postgraduate students undertaking research projects.
4. Conducting research and disseminating research findings.
5. Assessing and evaluating students' work, compiling and grading of examinations results.
6. Contributing to the planning and evaluation of academic programs in the Department / Faculty.
7. Assisting in marketing Departmental programs, as required.
8. Participating in professional duties such as Faculty open days and other recruitment activities as appropriate.
9. Contributing to the University and wider society through community service.
10. Writing proposals for attracting resources to the Department.
11. Mentoring junior staff and students.
12. Performing any other duties assigned from time to time by the Head of Department or Faculty and University Management.

**FACULTY: BUSINESS AND MANAGEMENT SCIENCES**

<b>Position:</b>	Senior Lecturer (open to all departments)
<b>Salary Scale:</b>	M5 (TS)
<b>Reports to:</b>	Head of Department
<b>Number of posts:</b>	One (01)
<b>Tenure of Appointment:</b>	Permanent

**Qualifications and experience:**

The applicant must meet the following criteria:

1. A Master's degree in the relevant field.
2. PhD in the relevant field.
3. At least seven (07) peer-reviewed publications; or seven (07) published peer-reviewed book chapters; or one (01) published book with an ISBN, in a relevant area of specialization.
4. At least two (02) publications as first author; or two (02) published book chapters; or one (01) published book with an ISBN since the last promotion or appointment.
5. Supervision of at least two (02) graduate students of MUST to completion since the last promotion or appointment.
6. Evidence of Community Service.
7. Must have served for at least three years as a Lecturer on permanent terms and is on government payroll.
8. Must have up-to-date performance appraisal forms for the last three years (2019/2020, 2020/2021 & 2021/2022).

**Duties and Responsibilities:**

1. Teaching, engaging, informing, and inspiring staff and students through both classroom and online delivery of lectures, tutorials and seminars.
2. Developing required teaching materials for both classroom and online delivery.
3. Supervising undergraduate and postgraduate students undertaking research projects.
4. Conducting research and disseminating research findings.
5. Assessing and evaluating students' work, compiling and grading of examinations results.
6. Contributing to the planning and evaluation of academic programs in the Department / Faculty.
7. Assisting in marketing Departmental programs, as required.
8. Participating in professional duties such as Faculty open days and other recruitment activities as appropriate.
9. Contributing to the University and wider society through community service.

10. Writing proposals for attracting resources to the Department.
11. Mentoring junior staff and students.
12. Performing any other duties assigned from time to time by the Head of Department or Faculty and University Management.

<b>Position:</b>	Lecturer (open to all departments)
<b>Salary Scale:</b>	M6.1 (TS)
<b>Reports to:</b>	Head of Department
<b>Number of posts:</b>	One (01)
<b>Tenure of Appointment:</b>	Permanent

**Qualifications and experience:**

The applicant must meet the following criteria:

1. A Master's degree in the relevant field.
2. PhD or being on PhD track in the relevant field.
3. Evidence of Community Service.
4. Must have served for at least three years as Assistant Lecturer on permanent terms and is on government payroll.
5. Must have up-to-date performance appraisal forms for the last three years (2019/2020, 2020/2021 & 2021/2022).

**Duties and Responsibilities:**

1. Teaching, engaging, informing, and inspiring staff and students through both classroom and online delivery of lectures, tutorials and seminars.
2. Developing required teaching materials for both classroom and online delivery.
3. Supervising undergraduate and postgraduate students undertaking research projects.
4. Conducting research and disseminating research findings.
5. Assessing and evaluating students' work, compiling and grading of examinations results.
6. Contributing to the planning and evaluation of academic programs in the Department / Faculty.
7. Assisting in marketing Departmental programs, as required.
8. Participating in professional duties such as Faculty open days and other recruitment activities as appropriate.
9. Contributing to the University and wider society through community service.
10. Writing proposals for attracting resources to the Department.
11. Mentoring junior staff and students.
12. Performing any other duties assigned from time to time by the Head of Department or Faculty and University Management.



**FACULTY: INTERDISCIPLINARY STUDIES**

<b>Position:</b>	Senior Lecturer: Environment & Livelihood Support Systems (01) and Human Development and Relational Sciences (01)
<b>Salary Scale:</b>	M5 (TS)
<b>Reports to:</b>	Head of Department
<b>Number of posts:</b>	Two (02), as specified above.
<b>Tenure of Appointment:</b>	Permanent

**Qualifications and experience:**

The applicant must meet the following criteria:

1. A Master's degree in the relevant field.
2. PhD in the relevant field.
3. At least seven (07) peer-reviewed publications; or seven (07) published peer-reviewed book chapters; or one (01) published book with an ISBN, in a relevant area of specialization.
4. At least two (02) publications as first author; or two (02) published book chapters; or one (01) published book with an ISBN since the last promotion or appointment.
5. Supervision of at least two (02) graduate students of MUST to completion since the last promotion or appointment.
6. Evidence of Community Service.
7. Must have served for at least three years as a Lecturer on permanent terms and is on government payroll.
8. Must have up-to-date performance appraisal forms for the last three years (2019/2020, 2020/2021 & 2021/2022).

**Duties and Responsibilities:**

1. Teaching, engaging, informing, and inspiring staff and students through both classroom and online delivery of lectures, tutorials and seminars.
2. Developing required teaching materials for both classroom and online delivery.
3. Supervising undergraduate and postgraduate students undertaking research projects.
4. Conducting research and disseminating research findings.
5. Assessing and evaluating students' work, compiling and grading of examinations results.
6. Contributing to the planning and evaluation of academic programs in the Department / Faculty.
7. Assisting in marketing Departmental programs, as required.

8. Participating in professional duties such as Faculty open days and other recruitment activities as appropriate.
9. Contributing to the University and wider society through community service.
10. Writing proposals for attracting resources to the Department.
11. Mentoring junior staff and students.
12. Performing any other duties assigned from time to time by the Head of Department or Faculty and University Management.

**FACULTY:**                      **COMPUTING AND INFORMATICS**

**DEPARTMENT:**            **Computing Services Unit**

**Position:**                    **Principal IT Officer**

**Salary Scale:**              M5 (NTS)

**Reports to:**                The Dean

**Number of posts:**        One (01)

**Tenure of Appointment:** Permanent

**Qualifications and experience:**

The applicant should meet the following criteria:

**(a) Academic qualifications**

1. An honours bachelor's Degree in Computer Science, Information Technology, Computer Engineering.
2. Masters of Science in any IT related field.

**(b) Professional Trainings**

1. Cisco Certified Network Associate Training.
2. Microsoft Certified Systems Administration Training.
3. Business and IT Management.

**(c) Working Experience**

1. Must have working experience of not less than 10 years in management of IT and computer systems.
2. Should have served at the level of Senior IT Officer or equivalent level for at least three (3 years) on permanent terms and is on government payroll.
3. Must have up-to-date performance appraisal forms for the last three years (2019/2020, 2020/2021 & 2021/2022).

**(d) Job Knowledge and Skills**

1. Impeccable IT Knowledge and technical skills.
2. Thorough understanding of secure IT/ data architecture, infrastructure, management and administration.
3. Proven analytical and problem-solving skills.
4. Superior Leadership skills.
5. Relationship building and team development skills.
6. Excellent communication and interpersonal skills.
7. Strategic planning and goal-setting.
8. Design, Planning and implementation of university enterprise wide IT systems and solutions.
9. IT services framework / Policy formulation and implementation.
10. IT project implementation and Management.
11. Budget and Procurement Planning and Implementation.

### **Duties and Responsibilities**

1. IT Strategic planning and management.
2. Developing and implementing IT policies, guidelines and standards.
3. Creating business value through technology.
4. Planning, deploying and maintaining emerging technologies, IT systems and operations to aid university's core functions of teaching, learning, research and administration.
5. IT Project/ Contract Management.
6. Overseeing relationships with stakeholders, partners, contractors and service providers.
7. Budget preparation, implementation and reporting.
8. Procurement planning and implementation.
9. Project/work plan scheduling and tracking.
10. Preparing of periodic reports on the general ICT status of the university.
11. Performing any other duties assigned from time to time.

<b>Position:</b>	<b>Senior IT Officer</b>
<b>Salary Scale:</b>	M6.1 (NTS)
<b>Reports to:</b>	The Principal IT Officer
<b>Number of posts:</b>	One (01)
<b>Tenure of Appointment:</b>	Permanent

### **Qualifications and experience:**

The applicant must meet the following criteria:

**(a) Academic qualifications**

1. An honours bachelor's Degree in Computer Science, Information Technology or Computer Engineering.
2. Masters of Science in any IT related area.

**(b) Professional Trainings**

1. Cisco Certified Network Associate Training.
2. Microsoft Certified Systems Administration.
3. Professional Fibre Optic Design Training.
4. Network design and implementation Training.

**(c) Working Experience**

1. Working experience of not less than 07 years in managing university campus network, systems and servers.
2. Must have served at the level of IT Officer or equivalent level for at least three (3 years) on permanent terms and is on government payroll.
3. Must have up-to-date performance appraisal forms for the last three years (2019/2020, 2020/2021 & 2021/2022).

**(d) Job Knowledge and Skills**

1. Microsoft and Linux server administration.
2. Cisco network and routing protocol experience.
3. Fibre optics experience.
4. Catalyst and Nexus familiarity.
5. Networking and routing protocol expertise.
6. Enterprise WiFi management.
7. Firewall technology expertise.
8. Working knowledge of virtualization, Hyper-V, Proxmox.
9. Strong knowledge of systems and networking software, hardware, and networking protocols.
10. Experience with scripting and automation tools.
11. Knowledge of security, storage, data protection, and disaster recovery protocols.

**Duties and responsibilities**

1. Managing university core ICT infrastructure.
2. Managing university Network Operating Centre, Data Centres and Server Rooms.
3. Managing of core university network back-bone.
4. Managing university core ICT infrastructure equipment and assets.
5. Setting up, optimizing and managing servers.
6. Network design planning.

7. Managing and Optimizing Bandwidth.
8. Ensuring secure network/domain environment.
9. Preparing of periodic reports on infrastructure status of the university.
10. Performing any other duties that may be assigned from time to time.

## **OFFICE OF THE UNIVERSITY SECRETARY**

**Post:** Senior Administrative Assistant  
**Salary Scale:** M6.2 (NTNS)  
**Reports to:** The Deputy University Secretary  
**Number of posts:** One (01)  
**Tenure of Appointment:** Permanent

### **Qualifications and Experience**

The applicant must meet the following criteria:

1. An Honours Bachelor's degree in Social Sciences or Law or Development Studies.
2. Master's degree in the relevant field shall be an added advantage.
3. Must have served for at least three years as Administrative Assistant on permanent terms and is on government payroll.
4. Must have up-to-date appraisal forms for the last three years (2019/2020, 2020/2021 & 2021/2022).
5. Certificate in Administrative Law shall be an added advantage.

### **Duties and responsibilities**

1. Budgeting and Planning for the Department.
2. Managing the University fleet.
3. Drafting policies.
4. Managing the Departmental welfare.
5. Managing fuel for University generators.
6. Providing secretariat services to the Top Management Committee.
7. Supporting the Deputy University Secretary in the management and disposal of university assets.
8. Supporting the Deputy University Secretary in managing security in the University.
9. Preparation of periodic reports on infrastructure status of the University.
10. Drafting annual and other reports.
11. Monitoring the performance of the Departmental support staff.
12. Performing any other duties that may be assigned from time to time.



# MBARARA UNIVERSITY OF SCIENCE AND TECHNOLOGY

P.O. Box 1410, Mbarara Uganda. Tel: +256 4856 60208; Fax: +256 4854 20782

## Directorate of Human Resources

**MUST 19/7D**

11<sup>th</sup> May, 2023

To all Members of Staff  
**MUST**

### **SPECIFIC ACADEMIC REQUIREMENTS FOR POSITIONS ADVERTISED UNDER FACULTY OF INTERDISCIPLINARY STUDIES – INTERNAL ADVERT NO. 3/2023**

Internal Advert No. 3/2023 refers.

The specific academic requirements for the positions advertised under the Faculty of Interdisciplinary Studies are as follows:

#### **A. Position of Senior Lecturer in Department of Environment and Livelihoods Support:**

1. PhD in Agricultural Sciences, Natural Resource Governance or Development Studies (majoring in Natural Resource Management/Governance).
2. A Master's degree in Environmental Management, Environmental Science, Agricultural Sciences, Natural Resources, Development Studies (with a bias in Natural Resources).

#### **B. Position of Senior Lecturer in the Department of Human Development and Relational Sciences:**

1. A PhD in Social Sciences or Development Studies.
2. A Master's Degree in Development Studies or Social Sciences with a focus on Gender related studies.
3. A Bachelor's degree in Development Studies or Social Science courses.

  
Prinari Behangana  
**DIRECTOR HUMAN RESOURCES**