



Eswatini Medical Christian University

P. O. Box A624 Swazi Plaza, Mbabane, Eswatini E-mail:

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Lomkiri Portion 69 of Farm 73, Zone 4, Mbabane, Hhohho

EXCELLENCE THROUGH EDUCATION

VACANCIES

The Eswatini Medical and Christian University is seeking dynamic and innovative professionals to fill the following Vacancies;

LECTURER POSITIONS

Full-Time Lecturer Positions

1. Faculty of Medicine - Biochemistry and Internal Medicine Lecturer
2. Faculty of Health Sciences - Medical Laboratory Sciences Lecturer

Part-Time Lecturer Positions

1. Faculty of Medicine –Problem Based Learning in Medicine Lecturer
2. Faculty of Medicine - Microbiology Lecturer

Key Performance Areas

- Coordinate with lecturers on lecture topics and supervision of the module
- Direct participation in the lecture of the modules
- Prepare, coordinate and participate in the practicum education for the modules
- Teach internal medical students
- Clinical Clerkship facilitator for the clinical staff of the Faculty of Medicine in the EMCU.
- Report to the Dean of Faculty of Medicine.
- Research
- Community Service.

Qualifications and Experience

- MD, PhD certificate for Biochemistry and Internal Medicine lecturer position
- Master's degree or PhD certificate for Medical Laboratory Sciences lecturer position
- Minimum of 10 years' teaching experience in School of Medicine
- Excellent Documentation and Reporting
- Registered with Eswatini Medical and Dental Council
- Registered with Eswatini Medical and Dental Council

LABORATORY TEACHING ASSISTANT- -FULL TIME

1. Faculty of Medicine – Pathology Laboratory Teaching Assistant
2. Faculty of Medicine - Microbiology and Pharmacology Laboratory Teaching Assistant

Key Performance Areas

- Provide lecture assistance for basic Medical Sciences (Pathology, Microbiology & Pharmacology).
- To facilitate group discussions and problem-solving teaching.
- Prepare for the equipment and reagent materials, for experiments.
- Assist medical students' learning to explain the experimental findings of basic medical sciences.
- To keep the recordings of experiment for student test.
- The practicum will prepare equipment and materials, including microscope and slides.
- Provide assistance during the evaluation and management of the student test.

Qualifications and Experience

- MBBs or equivalent.
- Minimum of 2 years' experience.
- Documentation and Reporting.
- Registered with Eswatini Medical and Dental Council.

REGISTRY ADMINISTRATIVE ASSISTANT-FULL TIME

Key Performance Areas

- To prepare class and exam timetables.
- Ensure proper students enrolment and registration.
- To draft the University Almanac.
- To develop all students transcripts getting results from Tutors.
- To attend to students disciplinary hearings.
- To be Student's digital Communication /information Dissemination person.
- To implement Academic regulations and procedures.
- Provide service to the Faculty Boards and Senate Committee.
- To attend Senate meetings.

Qualifications and Experience

- Bachelor's Degree in Relevant field.
- Minimum 3 years' in Registry Department
- Knowledge of activities in the Registrar's Office
- Knowledge of Academic Regulations

Skills and Competencies:

- Proven teaching skills
- Effective Communication skills
- Highly organized and efficient
- Attention to detail and deadlines
- Proven analytical skills

Application Process

Applications (including CVs, three (3) names of referees, and certified copies of academic certificates should be delivered to the following address:

Executive Director-Administration

Eswatini Medical Christian University

P O Box A624,

Physical address; Lomkiri Portion 69 of Farm 73, Zone 4, Mbabane, Hhohho

Email address: hr@emcu.ac.sz copy hr.emcu@gmail.com

Closing Date: 19th May 2025

NB: Only shortlisted candidates will be contacted. Should you not be contacted three (3) weeks after the deadline, please consider your application unsuccessful.