Vacancy announcement

LABORATORY ASSISTANT
Computer

THE AFRO-AMERICAN UNIVERSITY OF CENTRAL AFRICA (AAUCA)
CANDIDATE PROFILE

Qualifications & Skills

As a Computer Laboratory Assistant, you will form part of a team of experts who will be supporting teaching and research in a new-born university with a strong international orientation. You will be responsible for coordinating laboratory activities in support to ongoing academic programs in computer sciences. The ideal candidate should possess the following qualifications and skills:

1) A Bachelor’s degree from a reputable university in the field of Computer Sciences or equivalent;
2) A master's degree in Computer Science, Computer Engineering or a closely related discipline will give the candidate a more significant advantage;
3) Proven experience of at least one (1) year as a Computer Lab Assistant involving student instruction in the use of computer lab technology and software applications;
4) Native or near-native speaker competence in Spanish;
5) Proficiency command of the English language;
6) Communication skills and ability to transmit knowledge to undergraduate students in a highly multicultural environment;
7) A good team player with the ability to work harmoniously with colleagues and students of all cultures and backgrounds;
8) Excellent interpersonal, planning and organizational skills.

Duties and responsibilities

1) To be able to comfortably support from the laboratory the learning objectives included in the computer studies syllabus, in accordance to guidelines and policies established by the University;
2) Instructs students in computer lab technology and software applications for the purpose of enhancing their understanding of lab operations and reinforcing academic concepts;
3) Monitors student activities while in computer lab for the purpose of maintaining a safe environment that is conducive to learning;
4) Troubleshoots malfunctions of hardware and/or software applications for the purpose of determining appropriate actions to maintain computer lab operations;
5) Quality-oriented, innovative and willing to be part of a team who will contribute to the development of an academic and research excellence pole in Central Africa;
6) Provides general support to students with scheduled office hours, tutorials and follow-up on student attendance and progress;
7) A good team player with the ability to work harmoniously with colleagues and students of all cultures and backgrounds;
8) Excellent interpersonal, planning and organizational skills.
How to apply

1) Interested applicants are requested to email their curriculum vitae and personal statement to info-iesalc@unesco.org by indicating the vacancy title “Computer Lab Assistant” on the email’s subject;

2) The curriculum vitae submitted shall affix a recent photo (45mm x 35mm with no less than 150 pixels of quality);

3) Only complete applications (curriculum vitae + personal statement + photo) will be considered;

4) Only short listed candidates will be contacted for an interview;

5) Applications will close at 23:00 GMT on August 16, 2020.