Vacancy announcement

LABORATORY ASSISTANT

Language

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

Qualifications & Skills

As a Language 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 Modern Languages.

The ideal candidate should possess the following qualifications and skills:

1) A Bachelor’s degree from a reputable university in the field of Modern Languages;
2) A master’s degree in Modern Languages & Cultures (Spanish, English or French), Interpreting and Translating Studies, English-French Interpreting with Translation or a closely related discipline will give the candidate a more significant advantage;
3) Proven experience of at least one (1) year as a Language Lab Assistant preparing lab sessions for student instruction and assisting with tutoring and speaking practice as requested by professors;
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 languages studies syllabus, in accordance to guidelines and policies established by the University;
2) Instructs students in Language 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 language lab for the purpose of maintaining a safe environment that is conducive to learning;
4) 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;
5) Provides general support to students with scheduled office hours, tutorials and follow-up on student attendance and progress;
6) A good team player with the ability to work harmoniously with colleagues and students of all cultures and backgrounds;
7) Excellent interpersonal, planning and organizational skills.

The Afro-American University of Central Africa

The Afro-American University of Central Africa (AAUCA) is a public Equatorial Guinean higher education institution recently established at the heart of Africa (Oyala) that provides access to higher education students of diverse backgrounds and educational needs. AAUCA’s vision is to become a world-class university driven by research and innovation that fosters the intellectual development and success of its student population through a rigorous, positive, highly-internationalized and transformative educational experience.

AAUCA has commenced a comprehensive global search for the appointment of young laboratory assistants to reinforce laboratory activities related to teaching and research. This constitutes an excellent opportunity for young professionals to become part of an educational institution that seeks to become a reference of the Equatorial Guinean and international higher education, very particularly thanks to the strong support granted by the national government and the strategic vision that drives the Organization. Consequently, one (1) position for a Language Laboratory Assistant is available.
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 “Language 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.

The Afro-American University of Central Africa will be supported in its global search for this appointment by the UNESCO International Institute for Higher Education. If you wish to discuss this position further in confidence, please do not hesitate to contact us at info-iesalc@unesco.org