



# The University of Fiji

## UMANAND PRASAD SCHOOL OF MEDICINE & HEALTH SCIENCES

### **Nursing Coordinator - Post Ref No: UPSM 20/17**

The University is looking for dynamic and creative individuals to join the team as Coordinator of Nursing. The position reports to the Dean of UPSM&HS and is responsible for the effective running of the Bachelor of Nursing Program at Saweni and Suva Campus and other identified centres. Position is further responsible for developing the existing program and supervising and mentoring Bachelors and Master's students.

Applicants must have a Master's Degree in Nursing or Nursing related field from a recognised University, with at least 5-7 years of work experience. Relevant experience in Mentoring and Supervising students at a Master's level. Previous experience in curriculum development is necessary. Teaching nursing curriculum is essential.

### **Lecturer (Nursing) - Post Ref No: UPSM 21/17**

Reports to Nursing Coordinator and Dean UPSM&HS and is responsible for lecturing Bachelor of Nursing and Masters Units at the centres identified by the University. The position requires the person to evaluate students and conduct their assessments as well as carry out any other related work required by the supervisor.

Applicants must have a bachelor of Nursing Degree and a Master's Degree in a relevant field from a recognised University, with at least 3-5 years of work experience in a similar position and 2-3 years' experience as Assistant Lecturer. Applicant must be registered with the Fiji Nursing Council. Previous teaching experience would be an added advantage.

### **Assistant Lecturer - Post Ref No: UPSM 22/17**

Reports to Coordinator of Nursing and Dean UPSM&HS. The Coordinator of Nursing is responsible for teaching Bachelor of Nursing courses as well as clinical skills at the centres identified by the University as well as carry out any other related work required by the supervisor and the Dean of the School.

Applicants must have a bachelor of Nursing Degree, with at least 3-5 years of work experience in a similar position. A nursing practitioner qualification would be an added advantage.

**Duration: All appointments are for a contract period of 3 years and are renewable by mutual agreement.**

**Note: These positions are based at the Saweni Campus.**

#### **How to Apply:**

#### **Applicant must provide:**

**(a) A cover letter explaining their interest in the position (b) a copy of their full Curriculum Vitae with names and addresses of three (3) Professional Referees, one of whom must be the current or immediate past supervisor of the applicant, (c) and certified copies of their academic qualifications and transcripts.**

**Applicants must request their three nominated Professional Referees, to forward signed copies of their reference (citing the reference number of the position) to be posted to the Manager Human Resources on email [jobs@unifiji.ac.fj](mailto:jobs@unifiji.ac.fj) by the closing date. Open references will not be accepted.**

**Completed applications, quoting the Post Reference Number and marked "Confidential" must be Posted to: The Human Resources Manager, The University of Fiji, Private Mail Bag, Lautoka, Fiji OR e-mailed to [jobs@unifiji.ac.fj](mailto:jobs@unifiji.ac.fj), with The Post Reference Number and the Position Title as the subject. For any queries regarding the advertised positions, please contact the Human Resources Manager via email [jobs@unifiji.ac.fj](mailto:jobs@unifiji.ac.fj) or telephone 6640 600.**

**Closing date for all applications: 23rd September 2017**

**FLEXIBLE**

**INNOVATIVE**

**AFFORDABLE**

**CONTEMPORARY**

**FUTURISTIC**

**Private Mail Bag, Lautoka | Ph: 664 0600**

**| Fax: 664 0700**

**| [info@unifiji.ac.fj](mailto:info@unifiji.ac.fj)**

**| [www.unifiji.ac.fj](http://www.unifiji.ac.fj)**

