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VACANCY NOTICE

POSITION : **LECTURER – MATA PELAJARAN UMUM (MPU)**
LOCATION : Kuching, Sarawak (Malaysia)
INDUSTRY : Education
TYPE : Fixed Term Contract
REF : C17032026/LTU

JOB SUMMARY

A successful candidate will be expected to convene and teach MPU units for diploma and undergraduate courses. The successful candidate shall provide assistance in the operational management of MPU units to ensure compliance with the Ministry of Higher Education (MOHE) requirements for those units as they are implemented and developed.

Position Purpose

The academic staff will undertake independent teaching and research in his or her discipline or related area. In research and/or scholarship, the academic staff will make an independent contribution that expands knowledge. They will demonstrate expertise and provide leadership and service that includes coordination of activities of other staff, as appropriate to the discipline.

The academic staff will normally:

- contribute to teaching at undergraduate, honours and postgraduate levels;
- engage in independent scholarship and/or research;
- contribute to professional activities appropriate to his or her profession or discipline; and
- contribute to the innovation ecosystem and contribute expertise to the creation of value from innovation and engagement activities.

He or she will normally undertake administration primarily relating to his or her activities at the institution and may be required to perform the full academic responsibilities of and related administration for the coordination of an award program of the institution.

This level will normally require a doctoral qualification. In exceptional circumstances, equivalent professional experience may be considered.

Key Responsibilities Areas

The Key Responsibility Areas (KRAs) represent the primary outputs for which the position is responsible and are not intended to provide a comprehensive list of all duties. They are derived from four portfolios applicable to a Senior Lecturer:

- Learning & Teaching;
- Research;
- University Service, Leadership, Administration, and Professional Activities; and
- Innovation and Engagement.

1) Learning and Teaching

- Pursuit of innovation and excellence in teaching.
- Ongoing development of curriculum and instructional material for different programs and levels.
- Convene unit of studies, including conduct of lectures, tutorials (or laboratories), and assessment of students' learning to ensure a high standard of quality in the learning and teaching process.
- Provision of consultation and mentoring to students.
- Continuous development of teaching, training, and mentoring expertise.
- Design and delivery of training sessions for executive participants in management development programs.
- Expansion and development of the various learning and teaching activities of the Unit.
- Subject to operational needs, teaching hours may be scheduled beyond office hours, including weekends.
- Undertaking of learning and teaching activities and achievement of the associated impact expected at the appointed Academic level as outlined in the "Guidelines for expectations by Academic Levels" document.

2) Research

- Development of a portfolio of activities supporting research and scholarship.
- Dissemination of research and scholarly output through relevant platforms.
- Supervision of honours and postgraduate (including doctoral) students.
- Contribution to research training activities within the Unit.
- Development of research groups within the Unit.
- Securing external support for research activities.
- Development of collaborative research networks.
- Undertaking of research activities and achievement of associated impact expected at the appointed Academic level as outlined in the "Guidelines for Expectations by Academic Levels" document.

3) University Service, Leadership, Administration & Professional Activities

- Maintenance of high academic and professional standards in all areas of activity.
- Administration and development of the learning programs offered by the Unit.
- Administration and development of the various educational policies and management systems within the Faculty and the University.
- Development of a vibrant academic community within the Unit based on openness, collaboration, and experimentation.
- Professional engagement with business and industry, in fields relevant to the Unit.
- Leadership in academic and professional activities relevant to the Unit.
- Leadership in community affairs, particularly those related to the academic areas relevant to the Unit.
- Undertaking of leadership and service activities and achievement of associated impact expected at the appointed Academic as outlined in the "Guidelines for Expectations by Academic Levels" document.

4) Innovation & Engagement

- Provide consultancy and advisory services to industry partners within areas of recognised domain expertise, in line with university policies and priorities.
- Participate in relevant industry forums with the objective of establishing and strengthening industry partnerships that deliver mutual benefit to the University (excluding academic conferences).
- Maintain active involvement and contribute to relevant professional and industry bodies.
- Contribute to internal and external communities of practice, special interest groups, professional organisations, or learned societies that advance innovation through academic expertise.

- Undertaking of innovation and engagement activities and achievement of associated impact expected at the appointed Academic as outlined in the “Guidelines for Expectations by Academic Levels” document.

JOB REQUIREMENTS

- PhD in Social Science or a closely related field.
- Knowledge in MPU or related units.
- Experience in teaching or training in higher education in a relevant discipline is desirable.
- Excellent communication and interpersonal skills.
- Proficiency in Bahasa Malaysia and English, with the ability to teach in both languages.

TO APPLY

1. Applications should include with their application **a detailed CV** indicating qualifications, experience, and other matters considered relevant to the application.

2. Copy of all your academic certificates (compile all in one file)

3. Email your application to resume@unitalentcareer.com or WhatsApp to +012-5227761

Key Selection Criteria
The application should include a separate document addressing each applicable element of the Key Selection Criteria, describing with evidence how the applicant fulfils the essential and desirable criteria appropriate to the position being targeted.

	Qualification / Educational Background	Essential / Highly Desirable
1.	A doctoral degree (PhD) in a relevant field from a recognised institution. In exceptional circumstances equivalent professional experience may be considered.	Essential
2.	Professional qualification in a relevant field or those progressing towards the qualification (if applicable).	Essential
3.	Registration with relevant professional body (if applicable).	Essential
4.	Excellent academic results from pre-university level onwards.	Essential

	Other Skills / Experience / Knowledge	Essential / Highly Desirable
1.	Knowledge in relevant sub-areas or specialist areas.	Essential
2.	Research track record.	Essential
3.	Excellent oral and written communication skills in English.	Essential
4.	Prior teaching experience at undergraduate or postgraduate level.	Highly Desirable
5.	Ability to identify research opportunity and attract external support.	Highly Desirable
6.	Ability to foster collaborative relationships with other universities, government agencies, professional bodies, and private organisations.	Highly Desirable
7.	Familiarity with digital learning technologies.	Highly Desirable