



# UNIVERSITY OF MAURITIUS

## VACANCIES - PART-TIME LECTURERS

The University of Mauritius (UoM), as an Equal Opportunity Employer, is inviting applications from suitably qualified candidates for appointment as **Part-Time Lecturer** in fields and specialisations as detailed on the University of Mauritius website at <https://online.uom.ac.mu/parttime>

Information on the Programmes of Studies/Modules currently on offer is available at the following links:

Undergraduate:

<http://www.uom.ac.mu/ProspectiveStudents/Undergrad/index.html>

Postgraduate:

<http://www.uom.ac.mu/ProspectiveStudents/Postgrad/index.html>

For additional information, interested candidates may contact the respective Deans of Faculty.

### QUALIFICATION REQUIREMENTS

Applicants should hold a Degree and a Master's Degree in the relevant field from a recognised institution.

For recruitment of Part-Time Lecturers in the field of Medicine, candidates may be required to hold a MBBS or MBChB, be a registered medical practitioner and reckon at least four years relevant post qualification work experience.

In scarcity areas or in cases where the University faces difficulties to recruit Part-Time Lecturers, Management may consider the recruitment of candidates possessing a Honours Degree in the specified field along with at least five years post qualification work experience.

### REMUNERATION

#### (a) Part-Time Lecturer Fees

The Part-Time Lecturer fee is payable on the basis of the level of the programme serviced, as per table below:

Category	Programme Level	Rate per time-tabled contact hours or computed hour (for practicals, seminars, etc)
A	Certificate	Rs800/-
	Diploma	
	Degree (1 <sup>st</sup> and 2 <sup>nd</sup> Years)	
B	Degree (3 <sup>rd</sup> and 4 <sup>th</sup> Years)	Rs1000/-
C	Taught Masters/Postgraduate	Rs1200/-

Note: ***Exceptionally***, Part-Time Lecturers who are recognised experts in their fields, ***may*** be remunerated at a rate of Rs1,500/- per hour on a case-to-case basis for a maximum of 15 hours.

## **(b) Allowance**

An allowance for marking of examination scripts for large cohorts, in excess of 60 students (*normal cohort size is 60 students*) is paid at the rate of Rs100/- per student (*other conditions also apply*).

### **DUTIES OF PART-TIME LECTURERS**

- (i) To lecture, conduct tutorials, design syllabi and prepare written material for class use (such as lecture notes, case studies or online resources);
- (ii) To submit Module Catalogue at the beginning of the semester to all students and the Programme Coordinators;
- (iii) To ensure that Learning Outcomes have been covered;
- (iv) For virtual/online lectures, you should submit a record of classes held every fortnight to the Programme Coordinator/s with a copy sent to the Senior Executive Assistant (SEA) of the faculty as follows:-
  - (a) the link sent to students when the class was scheduled and
  - (b) the attendance sheet (eg. screenshot of the attendees or excel sheet where students have signed in);
- (v) To set examination papers (main session or any other sessions), and hold Continuous Assessment;
- (vi) To insert marks through the Intranet Mark Posting System(IMPS) or the Horizon Platform accessible at <https://misnet.uom.ac.mu/Horizon> in the Module Monitoring Report(MMR);
- (vii) To ensure that all marks as per the Performance Sheet have been correctly entered on the system by **checking from source**, i.e the **examination scripts**;
- (viii) To certify, by signing the Performance Sheet as examiner that **ALL** scripts have been marked and the marks have been correctly entered accordingly on the SIS for **ALL** students;
- (ix) To attend Board of Examiners and generally adhere to the norms followed by full-time academic staff. Exceptionally you may be requested to attend Board of Studies;
- (x) To abide by the General Rules and Regulations of the University of Mauritius regarding policies on moderation of examination papers and marks, marking assessment criteria, etc;
- (xi) To perform other duties directly related to the main duties listed above or related to the delivery of the output and results expected, that will be stipulated in the contract of part-time appointment.

### **REPORTING LINE**

Dean of Faculty  
Thro' Head of Department  
Thro' Programme Coordinator

**Note:** The Part-Time Lecturer will be eligible for a maximum workload of 120 contact hours under LCCS per academic year. In the event the Part-Time Lecturer has accepted teaching assignments from different Faculties/Centres, s/he should inform the respective Programme Coordinators and Deans of Faculty/Directors of Centres.

### **MODE OF APPLICATION**

Interested candidates who wish to be considered for appointment as Part-Time Lecturer are required to submit **online applications** in their field of expertise at <https://online.uom.ac.mu/parttime>

*Disabled persons having the required qualifications are encouraged to apply.*

Applicants are invited to note that the Online Part-time Lecturer Application System (OPAS) will remain open throughout the year.

### **INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED.**

The University of Mauritius reserves the right:

- (i) to call for interview only the most appropriately and best qualified applicants; and
- (ii) not to make any appointment as a result of this advertisement.

**DIRECTOR OF HUMAN RESOURCES  
UNIVERSITY OF MAURITIUS**

23 September 2021