



University of Kurdistan Hewlêr
زانکۆی کوردستان ههولێر

Vacancy Announcement

Assistant Lecturer/Lecturer/Assistant Professor in Architectural Engineering and Sustainability

The Architectural Engineering and Sustainability Programme is making significant investments in new academic positions to support its strategic development within the next five years to enable the Programme to be an active player in the field of Architectural Engineering.

The recruited post-holder will endeavour to contribute to the success and the growth of the Programme by being able to teach a broad range of subjects within the field of Architectural Engineering.

VACANCY TITLE:	Assistant Lecturer/Lecturer/Assistant Professor in Architectural Engineering and Sustainability
VACANCIES AVAILABLE:	Four (4)
SCHOOL - PROGRAMME:	School of Science and Engineering – Architectural Engineering and Sustainability
JOB FAMILY:	Academic
TYPE OF CONTRACT:	FTE
HOURS OF WORK:	40 Hours/Week (Normally 08:30 AM – 4:30 PM, Sunday – Thursday)
PLACE OF WORK:	University of Kurdistan Hewlêr
REPORTING TO:	Dean of the School
APPOINTMENT DURATION:	3 Years
PROBATION:	6 Months
APPLICATION DEADLINE:	Applications are open until the position is filled.
JD VERSION:	100823



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DUTIES AND RESPONSIBILITIES

Teaching:

- Be able to deliver (3 – 5) modules per semester to undergraduate and postgraduate students with the flexibility to teach a broad range of subjects within the field of Architectural Engineering.
- Be able to participate in designing modules and programmes in Architectural Engineering whenever required to reflect the latest developments in the subject area(s). This should be done in accordance with the University quality enhancement policy and processes, in addition to professional body requirements, and to create interest and learning amongst students.
- Design and implement appropriate assessment methods corresponding to targeted learning outcomes in the module descriptors, ensuring established standards are maintained and timescales are adhered to. Provide support, counselling, and tutorials to students.
- Stimulate the students to have the opportunity to be engaged and challenged.
- Supervise undergraduate and postgraduate dissertations and projects relating to Architectural Engineering and Sustainability.
- Provide constructive and timely feedback to students and other stakeholders and advise on areas of concern and suggest improvement.
- Provide general support to students with scheduled office hours, tutorials, and follow-up on student attendance and progress.

Research:

- Carry out research and scholarly activities as well as publishing in areas of specialisation. Ensure research outcomes are relevant and applicable to key areas of teaching and benefit the students, University and the Kurdistan Region.
- Present academic papers at credible academic gatherings such as but not limited to conferences and symposiums (nationally and internationally).
- Write expert reports, letters, or other documents dealing with complex, contentious, and sensitive situations (e.g., writing a project plan for a committee, writing reports to grant awarding bodies on the progress of research projects, and preparing written analysis of research data).
- Follow up on improving the quality of research and support the role of the University as a leader in the region.

Administration:

- Actively participate in academic and administrative committees formed on Programme, School, and University levels.
- Contribute to the administrative/management tasks (i.e., marketing, student recruitment, directing/coordinating Programmes, module coordination, etc.) as and when required.

Additionally, the selected applicant is to undertake any other Teaching, Research & Administrative reasonable duties commensurate with the nature of the post and as requested by the line manager.



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Society Engagement:

- Contribute, where appropriate, to knowledge transfer, leadership, public service, income generation, and consultancy activities of the University.

PERSON SPECIFICATIONS

The post-holder should have the following qualifications, skills, and competencies:

Assistant Professor:

- A candidate can be employed directly as an Assistant Professor by UKH provided that he/she is a holder of a PhD from an accredited university and has the credentials that qualify him/her for that post provided that the candidate has held the title of Lecturer or equivalent in an academic institution.
 - Minimum of 5 years of teaching experience in Higher Education and carrying out research. A Higher Education Teaching Certificate is required.
 - Minimum of 5 peer-reviewed articles published in Thomson Reuters, SCOPUS or DOAJ listed journals.
 - Published book(s) or book chapter(s) is an advantage.

Lecturer:

- All candidates in teaching capacity who are fresh PhD holders are appointed as Lecturers. Candidates from Kurdistan Region and Iraq with no teaching certificate will be offered a three-month training to obtain such a certificate while other candidates will be required to present a recognised teaching certificate as part of their employment documents.
- Fresh PhD holders must have 2-3 publications in standard journals relating to their degrees.

Assistant Lecturer:

- Candidates with a Master's degree or equivalent can be employed as Assistant Lecturers. Assistant Lecturers from Kurdistan Region and Iraq would be required to successfully complete a six-month teaching certificate. They are also given a period of five years to publish a minimum of two papers in preparation for promotion to Lecturer. Beyond the five-year period, if unsuccessful, instructors would be taken out of the teaching staff. Foreign Instructors would be required to present a recognised teaching certificate as part of their employment documents.



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General Requirements:

- A recognised Teaching Certificate at the university level.
- Fluency in English Language - Reading, Writing, and Speaking (ability to teach in English).
- A consistent record of teaching in the specialised area.
- The ability to comfortably teach across Programmes (3 – 5 modules), curricula and to supervise dissertations and project works.
- Strong knowledge of subject areas combined with a broad subject background.
- Interpersonal, planning, and organisational skills.
- A good team player with the ability to work harmoniously with colleagues and students of all cultures and backgrounds.
- Commitment to high-quality teaching and fostering a positive learning environment for students.
- Commitment to continuous professional development, academic research, and income generation.
- Ability to deal with sensitive information with discretion and to maintain confidentiality at all times.

HOW TO APPLY

- Interested applicants are requested to email their Application Form, CV, and Personal Statement to jobs@ukh.edu.krd by indicating the specific Vacancy Title: Assistant Lecturer/Lecturer/Assistant Professor in Architectural Engineering and Sustainability and inserting the most recent passport-size photo in the area provided on the application form.
 - Only complete applications: Application Form (with the most recent photo), Personal Statement and CV will be considered.
 - The size of the photo must be 45mm x 35mm with no less than 150 pixels for quality.
 - Any application that does not specify the vacancy applied for will not be considered.
 - An Application Form is available at 'Vacancies' on the University website (<http://www.ukh.edu.krd>) or click [here](#) to download it.
 - Only short-listed candidates will be contacted for an interview.
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