



University of Kurdistan Hewlêr  
زانکۆی کوردستان ههولێر

**Vacancy Announcement**

**Assistant Lecturer/Lecturer/Assistant Professor in English Language**

The School of Science and Engineering (SSE) is making significant investment in new academic positions to support its strategic development within the next five years to enable the School to be an active player in the field of Science and Engineering.

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

---

<b>VACANCY TITLE:</b>	Assistant Lecturer/Lecturer/Assistant Professor in English Language
<b>VACANCIES AVAILABLE:</b>	Two (2)
<b>SCHOOL:</b>	School of Science and Engineering
<b>JOB FAMILY:</b>	Academic
<b>TYPE OF CONTRACT:</b>	FTE
<b>HOURS OF WORK:</b>	40 Hours/Week (Normally 08:30 AM – 4:30 PM, Sunday – Thursday)
<b>PLACE OF WORK:</b>	University of Kurdistan Hewlêr
<b>REPORTING TO:</b>	Dean of the School
<b>APPOINTMENT DURATION:</b>	3 Years
<b>PROBATION:</b>	6 Months
<b>APPLICATION DEADLINE:</b>	Applications is open until the position is filled.
<b>JD VERSION:</b>	100823-1

---



University of Kurdistan Hewlêr  
زانکۆی کوردستان ههولێر

**DUTIES AND RESPONSIBILITIES**

Teaching:

- Be able to deliver modules to undergraduate and postgraduate students with the flexibility to teach a broad range of subjects within the field of English Language.
- Be able to participate in designing modules and programmes in English Language 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 with the aim of creating interest and learning amongst students.
- Design and implement appropriate assessment methods corresponding to targeted learning outcomes in the module descriptors, ensure established standards are maintained and timescales adhered to. Provide support, counselling, and tutorials to students.
- Stimulate the students to have the opportunity to be engaged and challenged.
- 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 progress of research projects, 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 co-ordination, etc.) as and when required.

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



University of Kurdistan Hewlêr  
زانکۆی کوردستان ههولێر

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 recognized 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 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 recognized teaching certificate as part of their employment documents.



University of Kurdistan Hewlêr  
زانکۆی کوردستان ههولێر

General Requirements:

- A recognised Teaching Certificate at university level.
- Fluency in English Language - Reading, Writing and Speaking (ability to teach in English).
- A consistent record of teaching in the specialised area.
- A 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](mailto:jobs@ukh.edu.krd) by indicating the specific Vacancy Title: Assistant Lecturer/Lecturer/Assistant Professor in English Language 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.