



University of Kurdistan Hewlêr  
زانکۆی کوردستان ههولێر

### Vacancy Announcement

#### Teaching and Laboratory Assistant in Applied Mathematics

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<b>Vacancy Title:</b>	Teaching and Laboratory Assistant in Applied Mathematics
<b>Vacancies Available:</b>	One (1)
<b>School - Unit:</b>	School of Science and Engineering - Mathematics Unit
<b>Job Family:</b>	Academic
<b>Type of Contract:</b>	Full-Time
<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 (UKH)
<b>Reporting to:</b>	Dean of the School
<b>Appointment Duration:</b>	3 Years
<b>Probation:</b>	6 Months
<b>Application Deadline:</b>	Applications are open until the position is filled.
<b>JD Version:</b>	130823-3

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#### Duties and Responsibilities

- Proficiency in mathematical software such as MATLAB, Mathematica, or Maple for performing mathematical analysis, simulations, and data visualization.
  - Assist academic staff in planning, preparing, and delivering instructional materials for applied mathematics courses.
  - Provide support in laboratory sessions, including setting up experiments, demonstrations, and assisting students in conducting experiments.
  - Assist in grading assignments, exams, and projects, providing constructive feedback to students.
  - Collaborate with faculty to develop teaching materials, such as lecture notes and presentations.
  - Offer guidance and assistance to students during office hours and scheduled appointments.
  - Help maintain the laboratory equipment and resources, ensuring they are in proper working condition.
  - Participate in School meetings, contributing to curriculum development and improvement.
  - Perform any other reasonable duties as assigned by the line manager.
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**Person Specification**

- Bachelor's degree in Applied Mathematics or a related field. A Master's degree is preferred.
  - Strong passion for teaching and a genuine interest in mathematics education.
  - Excellent communication skills, both written and verbal.
  - Proficiency in relevant software tools and technology for mathematical analysis and instruction.
  - Ability to work collaboratively in a team environment.
  - Prior experience in teaching or tutoring is an advantage.
  - Detail-oriented with excellent organisational skills.
  - Enthusiasm for continuous learning and professional development.
  - Demonstrated commitment to the values and mission of the University of Kurdistan Hewlêr.
  - Ability to deal with sensitive information with discretion and to maintain confidentiality at all times.
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**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: Teaching and Laboratory Assistant in Applied Mathematics 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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