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Special Release

24 June, 2016

CONVERSION OF APPOINTMENT

Applications are invited from **suitably qualified staff of the University of Ibadan** for conversion to the under listed junior staff position in the University.

- Clerical Officer - Registry

QUALIFICATION AND EXPERIENCE

Applicant must possess five O'Level credits in SSCE/WASSCE/NECO/GCE including English Language and evidence of Computer literacy with three years cognate experience.

Salary - CONTISS 3 (~~₦~~172, 827 × ~~₦~~6,358 - ~~₦~~261, 839)

Condition of Service

As obtained in Federal Universities in Nigeria

Method of Application

Applicants should forward their application letters written through their heads of Department and fifteen (15) copies of detailed Curriculum Vitae, stating their full Names (Surname first), Date of Birth (Not age), Postal/E-mail Address, Personal File Number, Sex, Marital Status, GSM Numbers, Full Qualification(s) with dates and Work Experience as well as Names and Addresses of three (3 Referees). They should also forward two Photostat copies of their certificates to reach the Deputy Registrar, Establishment (Non –Teaching), University of Ibadan, not later than **two (2) weeks from** the date of this advertisement. Applicants should also indicate on their Curriculum Vitae the positions applied for. Applicant should request their Referees to forward **Confidential Reports** on them directly to the Deputy Registrar, Establishments (Non-Teaching), University of Ibadan, Ibadan from whom further details may be obtained.

Only the applications of shortlisted candidates will be acknowledge.

Thank you.

O. I. Olukoya, MNIM, FPA
Registrar