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Special Release

26 March, 2015

## INTERNAL/EXTERNAL ADVERTISEMENT

### APPOINTMENT OF BURSAR

The position of Bursar of the University of Ibadan, Nigeria will become vacant with effect from 18 November, 2015. Therefore, applications are invited from suitably qualified candidates for the position of **Bursar** in the University of Ibadan.

#### **The Institution**

The University of Ibadan is the oldest and prestigious Nigerian University and is located in Ibadan, one of the three largest cities in Africa. It has attained a position of eminence in various disciplines and remains a major pioneer in the development of research in Africa.

#### **The Position**

The Bursar is a Principal Officer and, in accordance with the University Act, the Chief Finance Officer of the University. He is responsible to the Vice-Chancellor for the day to day administration and control of the financial affairs of the University.

Applicants for this key management position must be candidates with vision, proven professional distinction, managerial ability, integrity and transparency in private and public life, who should be able to provide the management of the University with appropriate advice and support for all of the institution's financial transactions.

The right candidate should also have the ability to develop linkages with external communities to support the needs of the University, command respect and engender the cooperation and loyalty of staff and students of the institution.

#### **Qualifications**

Applicants must possess a degree in Accounting with a minimum of second class lower plus a Masters Degree in a relevant discipline from a recognized University as well as professionally recognized Accountancy qualifications of ACA, ACMA, CPA, ACCA, ICAN, or ANAN.

Applicants should not be older than 60 years old as at date of possible assumption of duty on 19 November, 2015. He/She must also be computer literate and have a working knowledge of good Accounting packages.

#### **Experience**

Applicants are required to have a minimum of twenty-one (21) years post-qualification experience in a **University or comparable institution** with a minimum of fifteen (15) years cognate experience after professional qualification.

In addition, applicants must have a minimum of five (5) years residency at the level of a Deputy Bursar or its equivalent.

### **Salary and Conditions of Service**

The remuneration and other conditions of service are as applicable to the post of BURSAR of all Nigerian Federal Universities and as may be determined from time-to-time by the Government/Governing Council as appropriate. The successful candidate shall hold the office for a period of five (5) years. The appointment may however, subject to satisfactory performance, be extended for another one (1) year and no more. Fringe benefits include a Pension Scheme in consonance with the Contributory Pension Scheme and appropriate allowances as may be approved from time-to-time by the Government/University Council.

### **METHOD OF APPLICATION**

Candidates should forward applications and thirty (30) copies of detailed Curriculum Vitae stating their full names (surname first), Date of Birth (not age), Gender, Marital Status, State of Origin, Postal/E-mail Address, Full Qualifications with dates, work experience(s), names and addresses of three (3) Referees. **They should also forward, in not more than, a page statement of their vision and mission for the Bursary Department** of a mature University along with two (2) Photostat copies of their certificates to the Registrar and Secretary to Council, University of Ibadan, to reach him **not later than six (6) weeks** from the date of this publication, (i.e. 26 March, 2015) All applications are to be submitted under confidential cover with the envelope marked "POST OF BURSAR, UNIVERSITY OF IBADAN"

Applicants are requested to inform their Referees to send Confidential Reports on them, using letter-head papers, direct to the Registrar and Secretary to Council, University of Ibadan, from whom further details may be obtained.

Only the applications of shortlisted candidates will be acknowledged.

Thank you.

**O. I. Olukoya, MNIM, FPA**  
*Registrar and Secretary to Council*