

UNIVERSITY OF GHANA SCHOOL OF LAW
VACANCIES FOR NATIONAL SERVICE PERSONNEL FOR THE
2024/2025 ACADEMIC YEAR

The University of Ghana School of Law requires the services of National Service Personnel for the 2024/2025 academic year. Interested final-year students should apply to the Administrator.

CRITERIA FOR SELECTION

To be considered for this position, applicants must meet the following criteria:

- Expecting to graduate with at least Second Class Honours
- Able to work with Microsoft Word and Excel
- Good writing and editing skills.
- Ability to work in a challenging environment.
- Good communication skills
- Good appearance
- Prepared to work on requested overtime and weekends.
- Applicant should be IT inclined.

NOTE: Applicants who cannot stay for the full year of the service (November 2024 to October 2025) period should not apply.

Applicants should send the following via e-mail to lawschool@ug.edu.gh or submit a **hard copy** of the documents to the **Dean's Secretariat** at the School of Law.

- An application letter,
- Current transcript of Academic Records,
- Current Curriculum Vitae.

DEADLINE FOR SUBMISSION: 31st August 2024 at 5:00 p.m.

Please note that the application deadline will be strictly observed. Only short-listed applicants will be contacted.