



FINANCE DIRECTORATE

VACANCY FOR NATIONAL SERVICE PERSONNEL 2024/2025 ACADEMIC YEAR

The Finance Directorate, University of Ghana is seeking to recruit National Service Personnel for the 2024/2025 academic year.

The successful candidates will assist with tasks within the various units in the Finance Directorate. Candidates interested in applying for the position should satisfy the following requirements:

1. A final-year student at the University of Ghana, or any recognised tertiary institution (with a background in Accounting, Finance, Insurance, Business Administration, and Information Studies).
2. Ability to work in a challenging environment.
3. Prepared to work under pressure.
4. Good communication (customer service).

Applicants should send the under-listed via e-mail to finance@ug.edu.gh or submit a hardcopy of the documents to the Finance Director's Secretariat, Room A5 at the Registry.

1. Application letter
2. Current academic record
3. Current curriculum vitae
4. NSS PIN
5. NSS Number

Address: Director of Finance
University of Ghana
Legon

DEADLINE FOR SUBMISSION: Friday, August 30, 2024, at 5:00 pm.