

COLLEGE OF EDUCATION, UNIVERSITY OF GHANA
VACANCIES FOR NATIONAL SERVICE PERSONNEL FOR THE
2024/2025 ACADEMIC YEAR

The Central Administration of the College of Education is accepting applications from **final year Level 400 BSc Marketing, BSc Information Technology, BA Business Administration, BA Education, BA Adult Education, BSc Computer Science, and BA English / Linguistics students** for the position of National Service Personnel for the 2024/2025 Academic Year.

Criteria for Selection

- Expecting to graduate with at least Second-Class Honours, Upper Division.
- Applicants should be IT inclined and able to work with Microsoft Word, Excel, and PowerPoint.
- Good writing and editing skills.
- Ability to work in a challenging environment.
- Good verbal communications skills.
- Prepared to work for extended hours.
- Exhibit values of integrity, loyalty, and respectfulness.

Applicants should submit the following:

1. Application letter.
2. Current Curriculum Vitae.
3. Current transcript of Academic record.
4. A photocopy of the student ID card (front and back)

Applications should be addressed to ***The College Secretary, College of Education***, and be submitted via email to coe@ug.edu.gh or in person at the ***College of Education Secretariat, ISSER Conference Facility***.

The deadline for submission of applications is **30th June, 2024**.

Only short-listed applicants will be contacted.