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**FINANCE DIRECTORATE**

**VACANCY FOR NATIONAL SERVICE PERSONNEL**

**2025/2026** **ACADEMIC YEAR**

The Finance Directorate, University of Ghana, is offering an exciting opportunity for National Service Personnel to join our team for the 2025/2026 academic year. This role will provide valuable experience and a platform for personal and professional growth.

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 following documents via e-mail to finance@ug.edu.gh or submit a hard copy 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, June 20, 2025, at 5:00 pm.