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RISK MANAGEMENT DIRECTORATE

VACANCY FOR NATIONAL SERVICE PERSONNEL 2025/2026 ACADEMIC YEAR

The Risk Management Directorate, University of Ghana, requires the services of National Service Personnel for the 2025/2026 academic year. Interested final year students are hereby provided with the opportunity to apply to the Directorate for consideration.

The successful candidates will assist with tasks within the 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, Actuarial Science, Finance, Risk &Insurance, Computer Science, IT, Statistics and Mathematics).
2. A person of high integrity.
3. Able to write good reports.
4. Able to work in a challenging environment.
5. Team player and able to take initiative.
6. Good communication and social skills.
7. Good analytical skills.
8. Proficient in Microsoft Excel, Word, & PowerPoint

Applicants should send the under-listed via e-mail to [riskmd@ug.edu.gh](mailto:riskmd@ug.edu.gh%20) or submit hard copies to the Risk Management Directorate opposite the School of Engineering Sciences.

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

**DEADLINE FOR SUBMISSION**: Friday, May 30, 2025, at 5:00 pm