

**OFFICE OF THE DEAN
SCHOOL OF BIOLOGICAL SCIENCES
COLLEGE OF BASIC AND APPLIED SCIENCES
UNIVERSITY OF GHANA, LEGON**

The Dean's Office, School of Biological Sciences (SBS), College of Basic and Applied Sciences, University of Ghana, requires the services of Two(2) National Service Personnel for the 2023/2024 academic year. Interested final year students should apply to the School Administrator, School of Biological Sciences.

SELECTION CRITERIA:

- Able to work with MS Office Suite (Microsoft Word and Excel)
- Willing to work in a challenging environment
- Good Communication Skills
- Applicant should preferably have ICT/Computer Science, Information Studies, Sociology or Psychology background

NOTE:

Applicants who cannot stay for the full year of the service period should not apply.

Applicants should kindly send the following details via email to skacheampong@ug.edu.gh / deansbs@ug.edu.gh OR submit a hardcopy of the documents to the General Office of the School of Biological Sciences:

- An application letter
- A copy of student's academic records
- A curriculum vitae
- A scanned copy of Passport-size Picture
- A scanned copy of Student ID card (Front and Back)
- NSS Pin Code and NSS Number

DEADLINE FOR SUBMISSION: Friday, June 30, 2023, at 5:00 p.m.

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