

## **Vacancy for Prospective National Service Personnel- 2023/2024 Academic Year**

The Department of Theatre Arts, School of Performing Arts, University of Ghana, Legon invites applications from interested final year students and creatives who wish to undertake their National Service at the Department of Theatre Arts. The National Service person will assist with research and provide administrative support for the 2023/2024 academic year.

All final year students interested in applying for the position should be students with at least Second Class Upper Division, interested in the performing arts and must satisfy the following requirements:

### **Programme/Study Area:**

- Students from all departments are encouraged to apply.

### **Skills and Abilities**

- Be a computer literate.
- Possess excellent writing skills (creative, academic and journalistic) and proofreading skills.
- Ability to work under pressure with minimal supervision.
- A good communicator and interpersonal skills.
- Good social media marketing skills.
- Office Management.

### **Applicants should submit the following**

1. An application letter
2. Abridged curriculum vitae
3. A copy of academic transcript
4. NSS pin and number

Please note that only shortlisted applicants will be contacted. Deadline for submission of application is **30<sup>th</sup> June 2023**.

All applications should be addressed with the subject **‘APPLICATION FOR NATIONAL SERVICE OPPORTUNITY’** and forwarded to:

The Administrator  
Department of Theatre Arts  
School of Performing Arts  
University of Ghana  
Legon

Email: [tarts@ug.edu.gh](mailto:tarts@ug.edu.gh)