



**ADVERTISEMENT FOR JOB OPPORTUNITY**

University of Rwanda / College of Medicine and Health Sciences (UR-CMHS) invites application for the following vacancies in the School of Dentistry located at UR/REMERA Campus.

**A. POSITIONS: ASSISTANT LECTURER AND LECTURER / SENIOR LECTURER/TECHNICAL STAFF**

1. General Dentist (1 Assistant Lecturer)
2. Periodontist (1 Lecturer / Senior Lecturer)
3. Community Dentist (1 Lecturer / Senior Lecturer)
4. Pedodontist (1 Lecturer / Senior Lecturer)
5. Oral and Maxillofacial Surgeon (1 Lecturer / Senior Lecturer)
6. Dental Therapist (1 – Tutorial Assistant / Assistant Lecturer)
7. Biomedical Technician (1 position)



**B. REQUIREMENTS**

**B.1 FOR SENIOR LECTURERS**

- First Degree in Dentistry such as DMD, DDS, BDS or equivalent
- Masters' Degree of minimum 3 years in duration, in the required discipline/speciality.
- A specialist Registration / Board Certification in the required field of specialization.
- At least 3 Articles Published in International Peer Reviewed Journals.
- A doctorate level qualification (or working towards) is an added advantage
- Working experience in Higher learning institution is an added advantage
- Fluent in written and spoken English
- Sufficient Knowledge of MS office (eg. MS Word, MS Powerpoint and MS Excel) is added advantage.

**B.2 FOR LECTURERS**

- First Degree in Dentistry such as DMD, DDS, BDS or equivalent.
- Masters' Degree of minimum 3 years in duration, in the required discipline/speciality.
- At least 2 Articles Published in International Peer Reviewed Journals.
- A specialist Registration / Board Certification in the required field of specialization.
- Working experience in Higher learning institution is an added advantage
- Fluent in written and spoken English
- Sufficient Knowledge of MS office (eg. MS Word, MS PowerPoint and MS Excel) is added advantage.



**MAIN DUTIES AND RESPONSIBILITIES:**

- Participate, Plan and coordinate teaching and learning activities to support BDT and BDS programs.
- Develop, Plan and participate in assessment and evaluation of theory and practical/clinical modules through assignments, OSCE, Course works and examinations: grade them, record them and ensure that all these are marked and marks delivered to students at established deadlines.
- Participate in other plans as assigned by the Head of the department and implementations of the same.
- Participate to develop and set up postgraduate programs and curriculum review.
- Mentor students and Junior Staffs.
- Develop and write research grants in his area of specialization.
- Support the administration of program/ Department.



**B.3 FOR ASSISTANT LECTURER**

- First Degree in Dentistry such as DMD, DDS, BDS (For Dental Surgeon)
- First degree in Dental Therapy with a distinction and a Masters' degree (for Dental Therapist).
- Working experience in Higher learning institution is an added advantage
- Fluent in written and spoken English
- Sufficient Knowledge of MS office (eg. MS Word, MS Powerpoint and MS Excel) is added advantage.

**MAIN DUTIES AND RESPONSIBILITIES:**

- Participate in teaching and learning activities to support BDT and BDS programs.
- Participate in assessment and evaluation of theory and practical/clinical through assignments, OSCE, Course works and examinations: grade them, record them and ensure that all these are marked and marks delivered to students at established deadlines.
- Participate in other plans as assigned by the Head of the department and implementations of the same.
- Work with senior academic staffs in preparation of learning resources, Organisation of teaching and learning and delivery of lectures/tutorials.
- Support the administration of program/ Department.

**B.4 FOR TUTORIAL ASSISTANT**

- First Degree in Dental therapy or equivalent with a distinction.
- Working experience in Higher learning institution is an added advantage
- Fluent in written and spoken English
- Sufficient Knowledge of MS office (eg. MS Word, MS Powerpoint and MS Excel) is added advantage.



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**MAIN DUTIES AND RESPONSIBILITIES:**

- Participate in teaching and learning activities to support BDT program.
- Participate in assessment and evaluation of theory and practical/clinical through assignments, OSCE, Course works and examinations: grade them, record them and ensure that all these are marked and marks delivered to students at established deadlines.
- Participate in other plans as assigned by the Head of the department and implementations of the same.
- Work with senior academic staffs in preparation of learning resources, Organisation of teaching and learning and delivery of lectures/tutorials.
- Support the administration of program/ Department.

**B.5 FOR BIOMEDICAL TECHNICIAN**

- Advanced Diploma in Biomedical Equipment Technology.
- Working experience in hospital maintenance especially maintenance of dental equipment is an added advantage.
- Fluent in written and spoken English.
- Sufficient Knowledge of MS office (eg. MS Word, MS Power point and MS Excel) is added advantage



**MAIN DUTIES AND RESPONSIBILITIES:**

- Ensure that dental chairs in clinics are functional to support School of Dentistry programs.
- Actively engage in maintenance of all dental equipments in both clinic and dental laboratories such as dental chairs and dental phantoms heads, X-ray machines sterilizer etc ...
- Provide monthly report to the departments or School about the status of the dental equipments in both dental clinics and dental laboratories
- Plan and provide a procurement list of dental equipments/spares that are needed to be procured or repair
- Participate in other plans as assigned by the Head of the departments and implementation of them.

**C. CHECK LIST OF APPLICATION DOCUMENTS TO BE SUBMITTED:**

1. Application letter addressed to Principal, College of Medicine and Health Science, University of Rwanda.
2. Curriculum vitae
3. Copy of Degree Certificates (First Degree / Masters as applicable)
4. Proof of Registration with their professional Dental council according to the position applied for.



NB: Only candidates who qualify for interview will be contacted.

The applications will be received during working hours from **7:00 AM** up to **5:00PM** at the College's Central Secretariat not later than **25 March 2020** and scanned soft copies can be emailed to Director of Administration and Human Resources [dirhremhs19@gmail.com](mailto:dirhremhs19@gmail.com) and a copy to [principal.cmhs@ur.ac.rw](mailto:principal.cmhs@ur.ac.rw)

Done at Kigali on *10/03/2020*

**Assoc. Prof. Jeanne KAGWIZA**  
**Ag. Principal, College of Medicine and Health Sciences, University of Rwanda**

