

ROYAL UNIVERSITY OF BHUTAN

POSITION PROFILE

1. JOB IDENTIFICATION

- 1.1 Position Title: Assistant Lecturer/ Associate Lecturer/ Lecturer
- 1.2 Position Level: PL6/PL5/PL4
- 1.3 Occupational Group: Academic
- 1.4 College/OVC: College of Science and Technology

2. MAIN PURPOSE OF THE POSITION:

- To carry out teaching and administration works within the Software Engineering Department.
- Should be conversant and confident to teach any of the modules at the Bachelor Degree Level Programme in Engineering at any point in time.
- Required to teach two modules, related lab, short courses and workshops every semester.

3. GENERAL ROLES AND RESPONSIBILITIES

3.1 Teaching

- Teach modules (full load) and support students within their subject area at least up to the undergraduate level.
- Set and mark assessments, and advise students on their progress.
- Develop and deploy teaching and learning materials in the area of your own expertise.
- Plan and review your own approach to learning.
- Take responsibility for organizing own activities and for the management of allocated resources.

3.2 Professional Services.

- Contribute as resource persons, coordinators or organizers for various professional development activities within the College/University as well as for those outside the University.
- Participate in developing and promoting a clear vision of the College's/unit's strategic direction;

- Participate as a team member to support senior colleagues, who have delegated responsibility for specific strands of work/sub-units.
- Contribute to the operation of the University by participating in decision-making and governance including committees or task force as appropriate, at College and/or University level.
- Represent and promote the University externally – nationally and internationally e.g. managing relations with external partners and stakeholders.
- Coordinate the organization of conferences, seminars, workshops and/or working with relevant experts in the area of specialization.
- Take initiatives to improve the University.
- Guide other staff and students.

4. **SPECIFIC ROLES AND RESPONSIBILITIES:**

- Teach modules (full load), workshops, short courses and support students in the area of Software Engineering.
- Set and mark assessments (Continuous, semester-end exams), and advise students through consultations outside of regular contact hours.
- Develop and deploy teaching and learning materials in the area of Software Engineering.
- Participate as a team member to support senior colleagues, who have delegated responsibility for specific strands of work/sub-units.
- The tentative modules are not limited to the following:
 - Deep Learning Fundamentals
 - Sequence Models
 - Operating Systems
 - Cryptology
 - Cross Platform Development

5. **KNOWLEDGE, SKILLS & ABILITIES (KSA) REQUIREMENTS:**

5.1 **Education:**

Bachelor's/ Master's degree in Computer Engineering/Computer Science/Software Engineering/Information Systems/Information Security/Information Technology and any other relevant qualifications

Industry certifications will be of added value.

5.2 **Experience:**

Industry experience in software engineering will be of added value.

5.3 **Knowledge Skills and Abilities:**

- a. Ability to demonstrate a high level of commitment to teaching
- b. Ability to listen and being open to multiple views, perspectives, and feedback
- c. Engagement in continuous learning and development, and committed to continuous improvement by recognizing to change personal, interpersonal and managerial behavior.
- d. Contribute to the continuous development of the Software Engineering program and pursuing professional development through industrial certifications and workshops.

Service Status – Contract

Remuneration:

Salary will be commensurate in accordance to the existing Rules and Regulations of the Royal University of Bhutan