

**COLLEGE OF EDUCATION, UNIVERSITY OF GHANA**  
**VACANCIES FOR NATIONAL SERVICE PERSONNEL FOR THE**  
**2023/2024 ACADEMIC YEAR**

The Central Administration of the College of Education is accepting applications from **final year Level 400 BSc Marketing, BSc Information Technology, BSc Business Administration, BSc Computer Science, BSc Accounting and BA English / Linguistics students** for the position of National Service Personnel for the 2023/2024 Academic Year.

**Criteria for Selection**

- Expecting to graduate with at least Second-Class Honours, Upper Division.
- Applicants should be IT inclined and able to work with Microsoft Word, Excel, and PowerPoint.
- Good writing and editing skills.
- Ability to work in a challenging environment.
- Good verbal communications skills.
- Prepared to work for extended hours.
- Exhibit values of integrity, loyalty, and respectfulness.

**Applicants should submit the following:**

1. Application letter.
2. Current Curriculum Vitae.
3. Current transcript of Academic record.
4. A photocopy of the student ID card (front and back)

Applications should be addressed to **The College Secretary, College of Education**, and be submitted via email to [coe@ug.edu.gh](mailto:coe@ug.edu.gh) or in person at the **College of Education Secretariat, ISSER Conference Facility**.

The deadline for submission of applications is **June 30, 2023**.

Only short-listed applicants will be contacted.