

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

The College of Health Sciences invites applications from interested final year students who wish to undertake their National Service at the Health Sciences Investigations Journal Office. The NSS Personnel 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 a student with at least a Second Class Upper Division and must satisfy the following requirements:

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

- Statistics / Actuarial Science
- Economics
- Sociology
- Political Science
- English

### **Skills and Abilities**

- Be a computer literate (MS Office Suite, Graphic Suite, Web design, Coding)
- Possess excellent writing and proof reading skills
- Ability to work under pressure with minimal supervision
- A team player who takes initiative
- A Good communicator and interpersonal skills

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

1. An application letter
2. Abridged curriculum vitae (up-to-date)
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 15<sup>th</sup> June, 2023.**

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

**The College Secretary**  
**College of Health Sciences**  
**Korle-bu**                      Or

**Email: [gaddae@ug.edu.gh](mailto:gaddae@ug.edu.gh)/ [wtorvikey@ugedugh.onmicrosoft.com](mailto:wtorvikey@ugedugh.onmicrosoft.com)]**