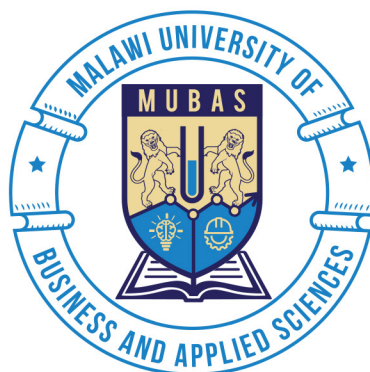




VACANCIES

The Malawi University of Business and Applied Sciences (MUBAS) was created by an Act of Parliament, the MUBAS Act of 2019 as a teaching, research and entrepreneurial university specialising in Business and Applied Sciences. The University would like to fill the following positions with suitably qualified candidates at a time when it is globally repositioning itself to run in compliance with international norms of scholarship and a business culture that characterises a modern university.

1. MANAGEMENT DEVELOPMENT CENTRE (MDC) MANAGER

The MDC Manager shall be under the immediate supervision of the Executive Dean of the School of Business and Economic Sciences.

Duties and Responsibilities

The MDC Manager shall:

- a. Develop, review, implement and monitor policies, plans, programmes, strategies, guidelines and budgets relating to the Management Development Centre.
- b. Monitor, implement and maintain standards for the Centre's activities.
- c. Initiate and undertake research projects, consultancies and outreach programmes including tracer studies
- d. Raise the Centre's international academic profile in line with the University's Internationalisation Strategy.
- e. Establish and maintain partnerships and links with the Government, the public and private sectors, development partners and the international community.
- f. Represent the Centre on various fora.

Qualifications and Experience

- a. Minimum of a Doctorate Degree in a relevant field from an institution accredited or recognized under the National Council for Higher Education Act.

- b. Five (5) years of experience in a management position in a higher education institution.
- c. Be conversant with consultancy and management development.

Tenure of Office

The successful candidate shall be offered a 3-year performance-based contract which may be renewed once.

2. LECTURERS/ SENIOR LECTURERS/ ASSOCIATE PROFESSORS/ PROFESSORS

In any of the following fields:

- a. Development Communication
- b. Petroleum Engineering
- c. Risk Management
- d. Project Management
- e. Insurance
- f. Banking
- g. Law

The Job

Reporting to: Head of Academic Department

Key Roles and Responsibilities

- a) Supporting the development and review of curriculum, teaching and learning materials.
- b) Providing effective tuition to students at various levels and engaging in internal and external examining and assessment.
- c) Initiating and undertaking research projects, consultancies and outreach programmes.
- d) Developing, enforcing and monitoring the adoption and adaptation of various new technologies and concepts.
- e) Developing and implementing resource mobilization strategies.
- f) Mentoring academic staff below them.
- g) Preparing and submitting reports.
- h) Representing the Department in various fora.
- i) Publishing and disseminating research findings.

Minimum Requirements

- A relevant Bachelor's degree with **at least** a Credit or Honours (second class upper); and
- A relevant Master's degree or PhD in the specified field of study.

METHOD OF APPLICATION

Interested applicants are encouraged to submit their applications together with their Curriculum Vitae, and names and addresses of three traceable referees to the undersigned.

Shortlisting of candidates to undergo interviews will be based on the completeness and quality of the package of the documents to be submitted to the following address:

The Registrar,
The Malawi University of Business and Applied Sciences,
Private Bag 303,
Blantyre 3.

Electronic copies of the application should be sent to: vacancies@mubas.ac.mw not later than **23rd November 2026**.