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Special Release

01 December, 2022

VACANCY

APPOINTMENT OF REGISTRAR

The Council of the University of Ibadan hereby announces that the position of Registrar will be vacant by 10 April, 2023. In accordance with the provisions of the University (Miscellaneous Provisions) Decree No. 11 of 1993 (as amended by Decree No. 25, 1996) and by the University (Miscellaneous) (Amendment) Act, 2003 and 2012 respectively, and in exercise of its power as contained therein, the Governing Council wishes to commence the process of filling the impending vacancy.

Applications are hereby invited from suitably qualified candidates for the post. Interested applicants are requested to note the following information about the University.

THE UNIVERSITY

The University of Ibadan (UI) established in 1948, first as a constituent college of the University of London, became full-fledged University in 1962 and has continued to blaze the trail as the foremost Nigerian University and the crucible of human capacity development in Nigeria and indeed sub-Saharan Africa. On account of its size, the numbers of faculties and institutes, the huge number of courses both at undergraduate and postgraduate levels and competent reach to the large society through the output and community services, UI remains the flagship of higher education in Nigeria. In the globalized and highly competitive knowledge economy, Ibadan has continued to rise and blossom amongst its peers in the world.

The history of higher education in Nigeria will not be complete without prominent mention of the University of Ibadan in various areas of human endeavours. It has produced a Nobel Laureate in Literature and many staff and alumni/alumnae are recipients of the Nigerian National Order of Merit and Fellowship of the various National Academies. Indeed, if it is from Ibadan, it must be of outstanding quality.

With a full undergraduate population of 21,012 students and 8,335 students under the Distance Learning mode, UI provides access to education for a large segment of Nigerian Youths desirous of obtaining quality certificates from the 'first and the best'. The Distance Learning Centre is the main reference point for all distance learning institutions in dual mode universities in the country. Moreover, the Postgraduate College with 12,288 students enrolled for higher degrees of Master and PhD is easily the largest of its type in sub-Saharan Africa, and remains the flagship of postgraduate training and research in Africa and the pride of the nation.

UI has responded and will continue to respond to national and international challenges and there can be no better proof of this than the success story of the 261,709 Alumni/Alumnae that occupy important and pre-eminent positions, both nationally and internationally.

THE POSITION

By virtue of the University of Ibadan Act 1962 as amended and other enactments, the Registrar is a principal officer and is responsible to the Vice-Chancellor for the day-to-day administration of the affairs of the University (other than academic and financial affairs).

With two (2) Colleges, College of Medicine and the Postgraduate College, 17 faculties, several institutes/centres and some 112 academic departments and other service units, the Registrar carries a huge and enormous responsibility. Promotion of the welfare and discipline of a thriving workforce comprising 1,472 Academic staff and 3,580 non-academic staff relies largely on the capability and quality leadership the Registrar can provide. Indeed, the Registry is the window through which the general “state of health or otherwise” of the University can be viewed from within and outside. The Registrar is the Secretary to Council, Senate, Convocation and Congregation.

The Registrar is the repository of university documents/records and the archives of our past. By virtue of this responsibility, the Registrar has an enviable carriage in the larger society and thus honour, privilege and respect deserving of the occupant of the office.

QUALIFICATIONS

Applicants must possess a good honours degree (minimum of second class lower) from any University recognized by the Senate of the University with at least 15 years cognate experience. In addition, applicants must possess a higher degree and must be ICT compliant.

Membership of relevant and recognized professional bodies is mandatory. Applicants must have occupied the position of at least Deputy Registrar preferably in a university or similar institution for a minimum of five years and should not be older than 60 years as at the possible date of resumption.

THE CANDIDATE

The candidate shall be a person of rounded character and personality with excellent interpersonal relations. Such a person must be able to instill confidence in others and command the loyalty and respect of people. The candidate must fully understand the complexity of a university system and be capable of bringing out the best in the subordinates. Candidate must enjoy good health, be of pleasant disposition, high integrity and strong moral character so as to inspire and maintain discipline among staff and students.

CONDITION OF SERVICE

The appointment shall be for a period of five years and may, on the basis of satisfactory performance, be extended for a further period of one year and no more. Fringe benefits include pension scheme as may from time to time be approved by the Council, furnished accommodation, official vehicle and driver and other benefits applicable to similar positions.

METHOD OF APPLICATION

Interested candidates are invited to note and comply with the following conditions:

- (a) Forty copies of application letter, and each should be accompanied by copies of credentials and detailed Curriculum Vitae signed and dated by the candidate. The Curriculum Vitae must contain, among others, the candidate's full name (surname first). Date of Birth (not age), gender, marital status, current address including e-mail and telephone numbers, national/state/local government, full qualifications/schools attended and working experiences, workshops/conferences attended, names and addresses of three referees.
- (b) **A vision and mission statement** for the Registry of not more than 1000 words.
- (c) Each candidate must request each referee to forward a confidential report directly to the Registrar not later than Six (6) weeks from the date of the advert.

All applications are to be forwarded under confidential cover in sealed envelope marked at the upper left-hand corner "**APPLICATION FOR THE POST OF REGISTRAR**" and addressed to the Registrar, University of Ibadan, Ibadan, to reach her not later than six (6) weeks from the date of this publication i.e. 1600 hours of the day. Only applications of short-listed candidates will be acknowledged.

Olubunmi O. Faluyi, MCIPM
Registrar and Secretary to Council