

# ST. JOSEPH'S COLLEGE OF HEALTH SCIENCES

P.O Box 5505 LIMBE, MALAWI, CENTRAL AFRICA EMAIL:stjosephmw@yahoo.com/admin@stjosephn.mw

CELL: (265) 894 368 007 (265) 994 232 848

# VACANCY ANNOUNCEMENT

St. Joseph's College of Health Sciences is a faith-based institution located in Nguludi, Chiradzulu District. The College is owned by the Catholic Church under the Archdiocese of Blantyre. It operates under the Christian Health Association of Malawi (CHAM) which is an umbrella organization that coordinates Christian health facilities and training institutions across Malawi. The College is committed to excellence in teaching, service, and the development of health professionals grounded in Christian values.

We are currently inviting applications from suitably qualified and motivated individuals to fill the vacant position of:

1. Lecturer in Public Health

Reporting to: The Head of Public Health Department

Qualifications and Requirements

- A Bachelor's Degree in Public Health or Environmental Health from a recognized and accredited institution.
- Must be registered with the **Medical Council** of **Malawi** and possess a valid practicing certificate.
- Teaching experience not less than 3 years at tertiary level
- Strong interpersonal and communication skills.
- A passion for teaching, mentorship, and academic excellence.

#### **Key Responsibilities**

- Deliver lectures and facilitate learning in the Public Health Department.
- Prepare course materials, lesson plans, assignments, and assessments.
- Supervise and mentor students in both classroom and field-based activities.
- Participate in departmental planning, curriculum development, curriculum evaluation and research activities.
- Report directly to the Head of Public Health Department.

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2025 -07- 30

THE PRINCIPAL

All communications should be addressed to the Principal 2025 -07- 30

THE PRINCIPAL

### 2. Library Assistant

# Qualifications and Requirements

- A Malawi Library Association (MALA) certificate
- Possess Malawi School Certificate Education (MSCE)
- Strong interpersonal and communication skills

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## **Key Responsibilities**

- Checking in and out books and other materials, renewing items, managing holds, and processing returns.
- Ensuring materials are correctly shelved and organized for easy access.
- Processing new materials, labeling items, and preparing materials for use.
- Helping to catalog new acquisitions and maintain library records.
- Assisting with displays, events, and activities that encourage library use.
- Ensuring the library is clean, organized, and conducive to learning.
- any other duties assigned from time to time

# Method of Application

Interested candidates should submit:

- A cover letter addressed to the College Principal
- A detailed and updated Curriculum Vitae (CV)
- Copies of academic and professional certificates, including the Medical Council certificate,
- At least two traceable referees
- The application package should be merged as one document

### **Submission Address**

# The College Principal

St. Joseph's College of Health Sciences

P.O. Box 5505, Limbe

Email: stjosephmw@yahoo.com/admin@stjosephscollege.ac.mw

Closing Date for Applications: 15<sup>th</sup> August, 2025

Only shortlisted candidates will be contacted

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