

OSUN STATE COLLEGE OF TECHNOLOGY, ESA-OKE
P.M.B. 1011, ESA-OKE
OFFICE OF THE REGISTRAR

**INTERNAL AND EXTERNAL ADVERTISEMENT FOR THE POSITION OF
COLLEGE LIBRARIAN AND DIRECTOR OF WORKS AND SERVICES**

PREAMBLE

Osun State College of Technology, Esa-Oke was established in 1992. The staff strength is Three hundred and thirty-four (334) and the students' population is nine thousand (9,000). The College was established to produce man-power, particularly in the field of Engineering and Technology, which would not only be technically-oriented, but also capable of a degree of supervisory management in commerce, industry and business.

The Osun State College of Technology, Esa-Oke hereby invites applications from suitably qualified candidates to fill the following posts in the College which have been vacant:

- (i) College Librarian
- (ii) Director of Works and Services

(i) **College Librarian**

Duties and Responsibilities

The College Librarian is the Head of Library and shall be responsible to the Rector for the administration of the College Library and co-ordination of the library services in the teaching unit of the College. He/She is one of the Principal Officers of the College. The incumbent will be expected to advise and guide Management to emplace modern Library with state of the art equipment for document retrieving, referencing and photocopying. He/she must be able to establish a good relationship with other similar institutions' Libraries in the country and abroad.

Qualifications and Experience

The candidate for the post must possess a good University Degree in Library Studies or Library and Information Science from a recognised institution with at least eighteen (18) years cognate experience in Library Management and leadership, preferably in similar tertiary institutions. He/She must currently be a Chief Librarian, with strong academic and administrative leadership, initiative and creativity in Library policy formulation, good human relations and positive managerial attributes. He/She must provide evidence of scholarly publications in reputable journals as well as evidence of membership of professional body/bodies in Library recognised by Federal Government. The candidate must be computer literate.

(ii) **Director of Works and Services**

Functions and Responsibilities

The Director of Works and Services is a Principal Officer and shall be responsible to the Rector for the overall control of the Works and Services Department in terms of planning, controlling and maintenance of the College projects. He is to advise the Rector on the acquisition, operation and maintenance of the College assets.

Qualification and Experience

The candidate must possess a good honour degree or its equivalent in Engineering from a recognised tertiary Institution with at least eighteen (18) years post qualification cognate experience. Membership of relevant professional bodies of COREN and NSE is compulsory.

Condition of Service

The appointments into these positions are pensionable and the salaries attached to the posts are as obtainable in other similar institutions. The posts attract other perquisites of office as may be determined from time to time by the Osun State Government.

Method of Application

Interested applicants are required to submit twenty-five (25) typed-written copies of their application letters together with their Curriculum Vitae and photocopies of all their credentials. The Curriculum Vitae should give the detail information about the applicants inter alia in the following order:

- (i) Full Name (Surname underlined)
- (ii) Marital Status
- (iii) Number and ages of Children
- (iv) Date and Place of Birth
- (v) State of Origin and Local Government
- (vi) Nationality
- (vii) Current Postal Address, GSM number and email address
- (viii) Permanent Home Address
- (ix) Educational Institutions attended with dates
- (x) Qualifications obtained with dates
- (xi) Membership of professional bodies and associations
- (xii) Work experience in chronological order
- (xiii) Present employment, Status and Salary
- (xiv) Extra Curricular Activities
- (xv) Names and Addresses of three (3) Referees, one of which must be the present employer.

Applications should be addressed to:

The Registrar

**Osun State College of Technology,
P.M.B. 1011,
Esa-Oke.**

To reach him not later than six (6) weeks from the date of this advertisement.

Only applications of candidates shortlisted for interview shall be acknowledged.
Applicants should request their referees to send their reports under confidential cover
to the above address before the closing date.

Signed

S. O. Popoola
Registrar and Secretary to Council