

ROYAL UNIVERSITY OF BHUTAN

POSITION PROFILE

1. JOB IDENTIFICATION

- 1.1 Position Title: Assistant Lecturer/Associate Lecturer
- 1.2 Position Level: 6/5
- 1.3 Occupational Group: Academics
- 1.4 College/OVC: Sherubtse College
- 1.5 Slots: 2

2. MAIN PURPOSE OF THE POSITION:

Undertake academic teaching of at least two modules.

3. GENERAL ROLES AND RESPONSIBILITIES:

- a) Teach modules (full load) and support students within own subject area at least up to the undergraduate level;
- b) Set and mark assessments, and advise students on their progress;
- c) Develop and deploy teaching-learning materials in area of own expertise;
- d) Plan and review own approach to learning;
- e) Take responsibility for organizing own activities and for the management of allocated resources;

4. SPECIFIC ROLES AND RESPONSIBILITIES:

- a) Teach and assess PLT203- R Programming for Data Analysis
- b) Teach and assess DSC302- Unsupervised Learning
- c) Teach and assess APC317-Data Warehousing and Data Mining
- d) Teach and assess CAE201- Database Systems
- e) Teach and assess PLT101- Programming Fundamentals

5. KNOWLEDGE, SKILLS & ABILITIES (KSA) REQUIREMENTS

5.1 Education: MSc in Data Science(Preferable)/BSc in Data Science(Preferable) /MSc in Artificial Intelligence/BSc in Artificial Intelligence /BSc in Actuarial Science/BSc in Computer Science/BSc in IT/BTech in Computer Engineering.

5.2 Experience: None

5.3 Knowledge Skills and Abilities (*Use KSA in Position Directory*):

- a) Contribute as resource persons, coordinators or organizers for various professional development activities within the College/University as well as for those outside the University.

- b) Participate in developing and promoting a clear vision of the College's/unit's strategic direction;
- c) Participate as a team member to support senior colleagues, who have delegated responsibility for specific strands of work/sub-units;
- d) Contribute to the running of the University by participating in decision-making and governance including committees or taskforce as appropriate, at College and/or University level;
- e) Represent and promote the University externally – nationally and internationally e.g. managing relations with external partners and stakeholders;
- f) Coordinate the organization of conferences, seminars, workshops and/or working with relevant experts in the area of specialization;