ROYAL UNIVERSITY OF BHUTAN

POSITION PROFILE

1. JOB IDENTIFICATION

1.1	Position Title:	Assistant Lecturer/ Associate Lecturer /Lecturer
1.2	Position Level:	PL-6/PL-5/PL-4
1.3	Occupational Group:	Teaching Faculty
1.4	College/OVC:	College of Science and Technology

2. MAIN PURPOSE OF THE POSITION: *(provide main purpose of the job)*

- To carry out teaching, research and administration works within the Department
- Should be conversant and confident to teach any of the modules at the Degree Level Programme in electrical Engineering at any point of time.
- Required to teach two to three modules and related practical.

3. GENERAL ROLES AND RESPONSIBILITIES: *(Use Representative Work Activities as provided in Position Directory)*

- ***Teaching***

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

- ***Research and Innovation***

- Generate fund for the University through research projects, consultancies and advices;
- Supervise research projects and dissertation where these are part of the Programme(s) of study;
- Contribute to design of research projects and define methods such as conducting surveys and focused interviews;
- Carry out literature searches within pre-specified parameters;
- Run analysis/interpreting data using specified and agreed techniques/models;
- Prepare summary reports of research methods/findings;
- Contribute to dissemination and publication of research findings; and
- Carry out small-scale research projects on their own or as a lead in a team and publish some quality papers including few in reputed journals.

- ***Professional Services***

- Contribute as resource persons, coordinators or organizers for various professional development activities within the College/University as well as for those outside the University.
- Participate in developing and promoting a clear vision of the College's/unit's strategic direction;
- Participate as a team member to support senior colleagues, who have delegated responsibility for specific strands of work/sub-units;
- Contribute to the operation of the University by participating in decision-making and governance including committees or taskforce as appropriate, at College and/or University level;
- Represent and promote the University externally – nationally and internationally e.g. managing relations with external partners and stakeholders;
- Coordinate the organization of conferences, seminars, workshops and/or working with relevant experts in the area of specialization; and
- Provide guidance to other staff and students.

4. SPECIFIC ROLES AND RESPONSIBILITIES: *(Provide list of specific tasks that is not covered by the Representative Work Activities)*

- Teach modules (full load) and support students in the area of Instrumentation and Control Engineering;
- Help enhance students complex problem-solving skills and have methodical/critical thinking.
- Set and mark assessments (Continuous, semester end exams), and advise students on their progress;
- Develop and deploy teaching and learning materials in area of Instrumentation and Control;
- Should have very good time management and an ability to priorities and plan work effectively.
- Participate as a team member to support senior colleagues, who have delegated responsibility for specific strands of work/sub-units
- The tentative modules are:
    - Hydraulics and Hydraulic Machines
    - Electrical Machines and Transformers
    - Integration of Renewable Energy into Grid
    - Power Electronics
    - Basic and Advanced Switch Gear and Protection
    - Smart Grid Technologies
    - Instrumentation Systems
    - Circuit Theory
    - AI Application in Power Systems

5. KNOWLEDGE, SKILLS & ABILITIES (KSA) REQUIREMENTS: *(Use KSA and Position Profile Matrix Position Directory as a guide)*

5.1 Education:

Undergraduate Qualification: Bachelor of Engineering in Electrical Engineering or Bachelor of Technology in Electrical Engineering or Bachelor of Engineering in Power Engineering.
Post Graduate Qualification: ME/MSc/MTech in Electrical Engineering/ ME/MSc/MTech in Power System Engineering, ME/MSc/MTech in Renewable Energy, PhD in Electrical Engineering/Power System Engineering/Renewable Energy.

5.2 Experience : The relevant experience shall be considered as per the lateral entry criteria.

5.3 Knowledge Skills and Abilities:

a) Ability to demonstrate high level of commitment to teaching
b) Ability to listen and being open to multiple views, perspective, and feedback
c) Engagement in continuous learning and development, and committed to continuous improvement by recognizing to change personal, interpersonal and managerial behavior.
d) Sound skills in research, analysis and dissemination of knowledge mainly by way of publication.
e) Ability to master in a particular field of specialization and provide excellent learning outcomes among the students.