

EPOKA UNIVERSITY

CALL FOR APPLICATIONS

Position: **Lecturer/Assistant Lecturer in Civil Engineering**

Available position/s: **2**

Type of Contract: **Indefinite**

Employment type: **Full-time**

Deadline: **Open until filled**

About the Department

The Department of Civil Engineering (CE) is part of the Faculty of Architecture and Engineering at EPOKA University. EPOKA is a private university, ranked among the top universities in Albania and one of the most competitive in the Western Balkans. We would like to invite applications for full-time positions from applicants who hold a Ph.D. degree, or a Master of Science Diploma in Civil Engineering, Construction Materials, and Geotechnical Engineering profiles or similar areas, starting at our institution at the beginning of the Fall Semester of 2023-2024 academic year.

Holding a PhD degree, or a Master of Science Diploma from the EU or U.S Universities is considered an advantage.

To learn more about the Department of Civil Engineering please click [here!](#)

Job description

The successful candidate is expected to:

- Teach and supervise undergraduate and graduate students.
- be able to teach some of the main courses, such as:
 - Introduction to Construction Materials
 - Materials Science
 - Advanced Construction Materials
 - Geology for Civil Engineers
 - Foundation Engineering
 - Soil Mechanics
- Strengthen the collaboration between the sections of the department.
- Extend international collaboration through collaborative projects.
- Publish and coordinate dissemination at an international scientific level.

Applications are open to all candidates holding at least a Master of Science Diploma in the respective fields of study. In terms of teaching, candidates holding a Master of Science diploma can teach exclusively at the undergraduate level, and candidates holding a PhD degree can teach at both undergraduate and graduate study programs. The typical teaching load for a master's diploma holder is up to 20 hours per week, typically two to three courses in multiple sections. The teaching load for a PhD holder is usually two to three courses distributed into bachelor and master study programs, some of which may be in multiple sections, for a total of up to 16 teaching hours per week.

Besides teaching, the candidate will be responsible for conducting and delivering research with relevance and impact in theory and practice in his/her discipline. In addition, the possible candidate will have a

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significant contribution as an academic advisor to students as needed, including the role of the academic advisor for student clubs, and supervising professional practice placements and theses. Moreover, the successful candidate will further contribute to the preparation of re-accreditation reports and other administrative tasks in collaboration with the department's team members. To ensure a smooth and effective realization of the responsibilities and duties assigned, a Teaching Assistant (Master student at the same time) will be assisting the instructor of the course during the whole academic year.

Start Date: As soon as possible

We Offer

We offer attractive benefits to the candidates besides a very competitive salary. Such benefits include a friendly and welcoming work environment, allowance for participation in scientific activities, monetary rewards for publications, flextime, long breaks, holidays, healthcare support, and more.

Qualification Requirements

Candidates applying for the *assistant lecturer position* should hold an M.Sc. Diploma and those applying for the *lecturer position* should hold a *PhD Degree*, from leading institutions and have established records of excellence in teaching and research within the advertised discipline. Holding an M.Sc. A diploma or a PhD Degree, from a university in the EU, OECD, or G20 is an advantage. Successful candidates should be fluent in English as most courses offered at EPOKA are taught in English.

How to apply

All interested candidates in the position are invited to send an application in **one PDF document**, including the following documents:

1. Application form (please click [here](#) to download it);
2. Cover letter (See below the note).
3. A CV (complete list of education, positions, pedagogical experience, administrative experience, project acquisition and coordination experience, and other qualifying activities).
4. A complete list of publications, if not, please add a summary of your thesis or unpublished papers.
5. M.Sc. Diploma and the respective transcript (list of grades/evaluations).
6. English language proficiency document at C1 or C2 level, or evidence of conducting teaching and research in English.
7. Two recent reference letters (issued at least 3 months from the date of application), including the name and surname of the reference person, relation to the applicant, e-mail, and phone number).

Note: *In the cover letter candidates must emphasize how their teaching and research expertise relates to the Department's goals and objectives and how do they plan to contribute to the long-term development of the Department.*

You may send your **complete application in one PDF document** at: recruitment@epoka.edu.al with the subject written as: *Assistant Lecturer in CE __ Name Surname* of the candidate **as soon as possible**.

For additional information about EPOKA University please click [here!](#)