

VACANCY ANNOUNCEMENT

The Board of Trustees of Harbel College, through its search committee, invites applications and nominations for the following vacancies at Harbel College, Margibi County.

1. President
2. Vice President for Administration (VPA)
3. Vice President for Academic Affairs (VPAA)
4. Vice President for Student Affairs (VPSA)
5. Vice President for Research and Development (VPRD)
6. Comptroller

I. Preferred Qualifications:

- Applicants for President, Vice President for Academic Affairs, and the Vice President for Research and Development MUST have Doctoral Degree in education or related fields from recognized and accredited universities.
- The minimum qualification for Comptroller, Vice President for Administration, and Vice President for Student Affairs, is Master's degree in education or related fields, and finance, accounting, or business administration for the comptroller, all from recognized and accredited universities.
- Applicants must have 3 to 7 years of experience of educational leadership, management and administration, strong communication and interpersonal skills, and strategic financial planning and analysis abilities.

II. Requirements:

Candidates are required to submit:

- a). A cover Letter
- b). Résumé.
- c). List of three (3) references with complete contact information (telephone and Emails).
- d). At the time of interview, certified sealed envelopes containing graduate, and undergraduate transcripts from accredited and recognized universities.

III. Submission Deadline:

To be considered, please submit all credentials electronically between July 08, 2024, and July 29, 2024 to:

Chairperson, Harbel College Search Committee
C/O Office of the Interim President
100 Harbel College Drive
Harbel, Lower Margibi County, Liberia
Email to: graygeorgette@comcast.net

For further information, please visit:

1. Executive Mansion website
2. Harbel College Website
3. National Commission on Higher Education (NECHE) Website
4. Minister of Education (MOE) Website

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