



Vacancies

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FACULTY OF COMMERCE, MANAGEMENT AND LAW

SCHOOL OF BUSINESS MANAGEMENT, GOVERNANCE AND ECONOMICS

DEPARTMENT OF ENTERPRISE DEVELOPMENT AND MANAGEMENT

The School of Business Management, Governance and Economics has opportunities for **Distance Tutors** at the following campuses;

- **Main Campus**
- **Rundu Campus**
- **Southern Campus**

JOB SPECIFICATION

The candidate will prepare and grade assignments according to prescribed guidelines and provide effective lecturing and tutoring support to distance learners in the Department of Enterprise Development and Management.

Additionally, they will be assigned to lecture and tutor the following modules:

- Principles of Management
- Quantitative Methods
- Business Analytics
- E-Commerce
- Organizational Behavior
- Operations Management
- Banking and Finance
- Business Research Methods
- Business Law and Ethics
- Entrepreneurship
- Marketing Management
- Human Resource Management
- Strategic Marketing
- Strategic Management
- Strategic Human Resource Management
- Management Information Systems
- Customer Relationship Management

The candidate will also supervise undergraduate research projects and offer appropriate academic guidance to students. Furthermore, they will perform administrative tasks and other academic-related duties as assigned by the department.

ELIGIBILITY

1. Master's degree in Management, Business Administration, Business Management, or a related field, with a specialisation relevant to the modules assigned for tutoring and lecturing.
2. A qualification and/or demonstrated academic expertise in one or more of the following areas will be an added advantage: Strategic Management, Human Resource Management, Marketing, Entrepreneurship, Operations Management, Business Analytics, Management Information Systems, Business Research, Finance, Business Law and Ethics, or related Management discipline.
3. Distance tutoring/teaching experience will be an added advantage.
4. Excellent interpersonal, teaching/tutoring and communication skills.
5. Knowledge and practical experience in using the Moodle Learning Management System will be an added advantage.
6. Ability to work within an academic team environment.
7. Good administrative, organisational and time-management skills.
8. Enquiries on applications can be made with Ms A Murere- email: amurere@unam.na

The Above requirements are the minimum requirements for these part-time level positions; the University reserves the right to set additional requirements for shortlisting purposes.

Applications closing date: Thursday, 24 September 2026

Kindly visit: <https://erecruit.unam.edu.na/> for detailed information and to apply for these vacancies. Persons with disabilities are encouraged to apply. Only short-listed candidates will be contacted. All foreign qualifications should be accompanied by a Namibia Qualifications Authority (NQA) evaluation certificate. Should you have any queries kindly contact; **Tel:** 061 206 4620

