Sultanate of Oman
Ministry of Higher Education
Directorate General For
The Colleges of Applied Sciences

سلطنة عمان
وزارة التعليم العالي
المديرية العامة للكليات العلوم التطبيقية

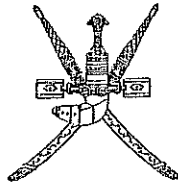## Schedule of Faculty Members Employment Requirements

Position Title	Grade	Total Salary	Minimum Requirements for Employment
Professor	A	2550 (OMR) 6631 (USD) 4574 (EUR)	PhD or its equivalent plus at least 10 years experience in teaching and research at one of the recognized universities or higher education institutions, at least one year of which must be spent in a similar position (conditional to having obtained the academic rank)
Associate Professor	B	2065 (OMR) 5370 (USD) 3705 (EUR)	PhD or its equivalent plus at least 6 years experience in teaching and research at one of the recognized universities or higher education institutions, at least one year of which must be spent in a similar position (conditional to having obtained the academic rank)
Assistant Professor	C	1695 (OMR) 4408 (USD) 3041 (EUR)	PhD or its equivalent*
Lecturer	D	1455 (OMR) 3784 (USD) 2610 (EUR)	Masters or its equivalent plus at least 4 years of teaching experience
Assistant Lecturer	E	1234 (OMR) 3209 (USD) 2214 (EUR)	Masters or its equivalent
Language Teacher	E	1234 (OMR) 3209 (USD) 2214 (EUR)	Bachelor plus at least 4 years of teaching experience
Teacher of Special Subjects	E	1234 (OMR) 3209 (USD) 2214 (EUR)	Bachelor Degree + a minimum five year experience of teaching in the same field.

In the event that no PhD or its equivalent holders are available to occupy an Assistant Professorial position in a certain field, the Minister - based on the General Director's recommendation - is authorized to employ Master's holders or equivalent in the relative academic field where the required faculty members are in short supply, provided that they have at least 6 years of teaching experience. Job requirements shall be identified by a Ministerial Decision following the Board of Trustees Approval.

Academic Majors:

1. Engineering Program

Specialisations

    A. Mechanical Engineering
    B. Electrical Engineering
    C. Chemical Engineering

2. Design Program

Specialization:

    A. Digital Design (multimedia, 2D, 3D, Animation)
    B. Graphic Design
    C. Interior Design

3. IT Program

Specialization:

    A. Security
    B. Data management
    C. SW development
    D. Networks.

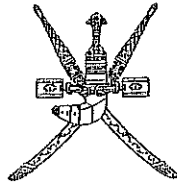### 4. Comm. Studies Program

Specialization:

    A. Journalism, Advertising, Digital Media and Public Relations, media management,

5. IBA Program

Specialization:

    A. Accounting, Electronic commerce
    B. Economics
    C. Operations Management
    D. Tourism Management
    E. Hospitality Management
    F. International Business Administration

Sultanate of Oman
Ministry of Higher Education
Directorate General For
The Colleges of Applied Sciences

بسلطنة عمان
وزارة التعليم العالي
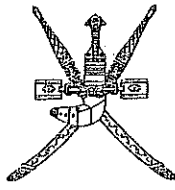المديرية العامة للكليات العلوم التطبيقية

6. <u>English Program</u>

Minimum requirements are as follows:

A. MA in English (TESOL, ELT, ESL, EFL or Applied Linguistics).
B. A qualification in English Language Teaching (ELT) (e.g. PGCE, CELTA, DELTA, Trinity TEFL certificate).
C. 3 years of English Language Teaching experience at tertiary level.
D. First degree preferably in a related field. For ESP teachers, first degrees in relevant subjects such as IBA, Communications, Design, Engineering or IT would be welcome.

BA degree holders with relevant experience will be considered as follows:

A. BA degree preferably in a relevant subject; must have been taught and assessed in English. For ESP teachers, first degrees in relevant subjects such as IBA, Communications, Design, Engineering or IT would be welcome.
B. A qualification in English Language Teaching (ELT) (e.g. PGCE, CELTA, DELTA, Trinity TEFL certificate).
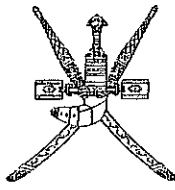C. 3 years of English Language Teaching experience at tertiary level.

بسلطنةعُمَان
وزارةالتعليمالعالي
المديريةالعامةللكلياتالعلومالتطبيقية

Job Description Program Director
Total Salary: 3390 (OMR), 8816 (USD), 6081 (EUR)

General Description:
The Program Director is an academic leadership position with multi-campus responsibilities for the quality of the Degree programs in Communication, including delivery, development, and expansion of the program, courses, and research as well as resources and both academic and industry links and partnerships. Coordinating with the Campus Deans as appropriate, the PD supervises and supports the work of the Heads of Department and teaching faculty, as well as assisting in the processes of staff recruitment and training.
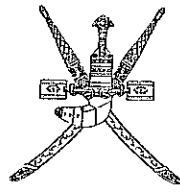
Major Objectives:
1. Provide a high level of commitment to the mission and vision of the Ministry of Higher Education and the Colleges of Applied Sciences system.

2. Promote and role-model a commitment to quality in all aspects of the Program, with the aim of achieving international accreditation for the degree in the near to medium term

3. Provide comprehensive leadership the preparations for academic program reviews and accreditation processes

4. Ensure effective functioning of the degree program in all its aspects and across multiple campuses, meeting operational goals in each semester and achieving the aims of the CAS Strategic Plan.

5. Assist in the recruitment and training of teaching and leadership staff for the program, develop strategies for modern, effective and coordinated delivery at multiple campuses, and actively promote a striving for excellent in teaching methods and in the learning environment

6. Provide leadership for the continued development of majors and courses to adapt them optimally for the Omani cultural context as well as the needs of the future workplace for students.

7. Develop and maintain effective working relationships with senior leadership at the Colleges and the Directorate, as well as academic and industry partners.

Qualifications and Experience:

1. A Masters Degree in a relevant field from an internationally recognized university is required; a PhD degree is preferred.

2. At least 4 years of academic leadership/management experience at a senior level in the field

3. Knowledge of and, preferably, participation in quality assurance and accreditation systems in universities, as well as experience in development of a culture of quality

4. A high level of competence in operational and strategic planning, as well as management of academic staff, preferably in a multi-cultural context

5. Practical problem-solving skills, with an optimistic and motivational approach to problems/opportunities.

6. The ability to think conceptually (high-level) as well as operationally (detail-level) and to plan, implement and monitor sound, innovative approaches and projects

7. A high level of competence in organizing the work of various groups at different locations but with convergent objectives, good time management skills and demonstration of a strong work ethic

8. A high level of interpersonal and diplomatic skills, including the ability to liaise successfully and work productively with a wide range of people at different levels and with different cultural backgrounds and experiences

9. A general understanding of, and experience with, the private sector ethos and an appreciation of the culture and driving forces in business and industry

10. Well-developed IT skills, particularly office software and web media.

Sultanate of Oman
Ministry of Higher Education
Directorate General For
The Colleges of Applied Sciences

سلطنة عمان
وزارة التعليم العالي
المديرية العامة للكليات العلوم التطبيقية

Contact Details

Dr Abdulla Al Tobi
DG of the Colleges of Applied Sciences
P.O.Box 82
P.C 112
FAX 24485378