



EXTERNAL ADVERTISEMENT NO.1/2025 VACANCIES

The bill for the establishment of Innovative University (IUE) of Enga was passed by Parliament in 2022 and its operation commenced in 2024, making it the ninth National University in the Country. The University is seeking highly motivated, qualified and experienced candidates to fill the following vacant positions;

NO	POSITION NO	DESIGNATION	GRADE	SALARY PER ANNUM
IUE STAFF				
1	New	Fleet Manager	IUE-N07.3	K34, 580.00
2	New	Data Management & Reporting Officer	IUE-N10.1	K46, 967.00
3	New	IT Technician (x2)	IUE-N06.1	K28, 930.00
4	New	IT Helpdesk Assistant	IUE-N04.3	K24, 024.00
5	New	Procurement Officer	IUE-N10.1	K46, 967.00
6	New	Senior Human Resource Officer	IUE-N10.1	K46, 967.00
7	New	Executive Officer, office of Administration	IUE-N11.5	K61, 894.00
8	New	Payroll and Reporting Officer	IUE-N08.5	K41, 519.00
9	New	Director Library Services	IUE-N13.6	K85, 405.00
10	New	Library Helpdesk Assistant	IUE-N03.4	K22, 527.00
11	New	Assistant Registrar	IUE-N10.3	K50, 464.00
12	New	Data Officer (Registrar's Office)	IUE-N10.1	K46, 967.00
13	New	Associate Bursar	IUE-N11.5	K61, 894.00
14	New	Cafeteria Services Manager	IUE-N07.3	K34, 580.00
15	New	Director of Admissions	IUE-N10.1	K46, 967.00
16	New	Director of Facilities	IUE-N11.5	K61, 894.00
17	New	Financial Aid Officer	IUE-N07.3	K34, 580.00
18	New	Marketing Coordinator	IUE-N07.3	K34, 580.00

Innovative University of Enga offers competitive remuneration packages to faculty members and non-faculty members and provides a friendly working environment to all genders. IUE is an equal employer that encourages both men and women to apply.

IUE base salaries are exclusive of DMA and IMA for staff above salary grade IUE-10 and for faculty above salary grade IUE-U04.

How to Apply:

Email: recruitment@iue.ac.pg or visit our website at: <https://www.iue.ac.pg> to view job description and download an Application Form.

Submit the following documents to recruitment@iue.ac.pg or hand deliver to IUE Human Resource Division:

- i) Cover letter, outlining how you meet the requirements in Job Description;
- ii) Completed IUE Application Form;
- iii) Update curriculum Vitae (CV) with copies of the qualifications and other documents that is suitable to the position;
- iv) Clearly state the Position number, Destination and the salary Grade and;
- v) Provide three (3) referees with valid contacts (email or phone).

Only shortlisted applicants will be contacted. Application close at 4.06 pm 10th October 2025. All applications should state position number and designation as a subject and addressed to:

Director-Human Resource,
Innovative University of Enga P.O.BOX 387,
WABAG, Enga Province

Or send electronic application to Human Resource Division by email on recruitment@iue.ac.pg

Authorized by

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President