



WE ARE HIRING

Directorate: Research, Innovation and Partnerships (DRIP)

Industry Contracts Analyst

Requirements

Master's Degree (NQF 9) in mathematics, statistics, economics, finance; computer science or any other related field. A PhD, MBA, or LLB is advantageous. A minimum of five (5) years of experience in innovation, data and policy analysis, monitoring, evaluation, and assessments is required. Stakeholder mapping and alignment with quality standards for services, and evaluation of customer satisfaction. Knowledge of budget preparation and interpretation (both capital and expenditure). Highly advanced negotiation and deal structuring skills are required. In-depth statistical analyses, interpretation and reporting; Extensive knowledge in utilizing data for establishing University benchmarks for external project funding, university-industry linkages and monitoring mechanisms; In-depth understanding of organizational and business processes Strong understanding of intellectual property rights, technology transfer, and industry-sponsored research. Ability to work during formal work hours and, when necessary, after hours. Ability to work collaboratively in a fast-paced environment and manage multiple priorities effectively.

Job Description

Coordinate implementation of the Innovation Road Map/Master Plan of the University. Contract coordination with Industry and Development Partners. Ensure that quantitative Innovation data are collected and managed efficiently and analysed accordingly. Project/Contract impact and growth analysis; Negotiate and align contracts with institutional policies, government regulations, and industry partners; partners, including confidentiality agreements, material transfer agreements, collaboration agreements, and sponsored research agreements. Review and analyze contract terms and conditions to identify potential risks and propose suitable mitigation strategies. Collaborate with researchers, faculty members, and departmental stakeholders to understand project requirements and facilitate contract negotiations. Ensure compliance and mutual beneficial engagements. Serve as a liaison between our institution and external stakeholders, providing guidance and support throughout the contract lifecycle. Providing data management and analytic technical monitoring and evaluation framework tools and approaches.

Science and Innovation Communication Specialist

Requirements

A Bachelor (Honours) degree (NQF Level 8) in Communication/Marketing/Public Management/Politics or a related field with four (4) years of practical experience in sustainability and development issues to provide strategic programme visibility, communications, networking, and impact/output support in all media both internally and externally including electronic and print media. Excellent communication skills (verbal and written), and proven ability to build sound relationships across a range of different stakeholders. A relevant Master's degree (NQF Level 9) will be advantageous.

Job Description

Bridge the gap between research, science, and the public. Create and disseminate clear, engaging, and impactful content that communicates the university's scientific research, technological advancements, and innovation projects to a wide range of audiences. Work closely with researchers, faculty, industry partners, and media to highlight the significance of NUST's contributions to science and innovation, both locally and globally. Provide impact analysis and perspectives emanating from strategic networking, advocacy, marketing, and communications. Increase positive media coverage related to scientific research and innovation initiatives. Identify and manage potential and existing strategic mutually beneficial stakeholders. Strengthen relationships with key stakeholders, including researchers, industry partners, policymakers, and the public. Ensure visibility and interpretation presence at all appropriate events and lead the identity of the directorate internationally. Develop and maintain strategic alliances with relevant key stakeholders such as the donor community. Establish processes for providing customer and personal services including customer needs assessment, meet quality standards for services, and evaluate customer satisfaction. Explore and identify key donors and develop communication and awareness plans to keep stakeholders engaged and perform any other reasonable duties as assigned by superiors.

Contact: Ms Maggie Nghiki
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EMPLOYEE VALUE PROPOSITION



Compensation



Career and Personal Growth



Work and Environment



Rewards and Recognition



Benefits

Join NUST to advance your career and shape Namibia's future in a supportive and nurturing community of learning.

Closing Date:

17 January 2025

The normal retirement age is 65 years.

NUST, an equal opportunity employer, invites qualified persons to submit their applications in writing, accompanied by a cover letter, a detailed Curriculum Vitae, certified copies of qualifications as well as the names and full contact details (including e-mail addresses) of at least three credible work-related referees to: e-mail, recruitment@nust.na, Private Bag 13388, 13 Jackson Kaujeua Street, Windhoek, NAMIBIA or visit <https://nieis.namibiaatwork.gov.na>. On e-mail applications, please enter the title of the position in the subject line. On e-mail applications, please enter the title of the position in the subject line.

All foreign qualifications must be validated by the NQA. Only shortlisted candidates will be contacted. No documents will be returned.