



KOFORIDUA TECHNICAL UNIVERSITY

VACANCY - DIRECTOR OF WORKS & PHYSICAL DEVELOPMENT

The Governing Council of Koforidua Technical University (KTU) announces for the information of interested candidates, vacancy for the position of **Director of Works and Physical Development**, and invites applications from qualified and competent Ghanaians for the position, which has become vacant.

THE UNIVERSITY

Koforidua Technical University was established by an Act of Parliament, **Technical Universities Act 922 (2016)**, as amended by **Act 974 (2018)**. The Vision of the University is to be a reference point for world-class science and technology education, and applied science; the Mission of the University is to provide tertiary-level technical education through the development of career-focused skills in collaboration with industry; and the Core Values of the University are Innovation, Integrity and Impact.

The University currently has a total student population of 14,000 and a total staff population of 627. Additional information about the University is accessible on its website: www.ktu.edu.gh

THE POSITION OF THE DIRECTOR OF WORKS AND PHYSICAL DEVELOPMENT

The successful candidate shall be the Head of the Works and Physical Development Directorate, and shall be responsible to the Vice-Chancellor for the management and administration of the Directorate. He/she shall be responsible for the implementation of

all infrastructural projects, ensuring cost efficiency and quality, as well as ensuring that project designs conform to current national and international standards, and legislation. He/she shall perform other functions prescribed by the Statutes of the University.

DUTIES AND RESPONSIBILITIES

A candidate seeking appointment as the Director of Works and Physical Development of the University shall be responsible for:

- (i) Supervising all works and contracts to ensure that construction and renovations are in consonance with prevailing industry standards and specifications;
- (ii) Advising on the procurement of consultancy services;
- (iii) Overseeing the management of construction contracts with the view to ensuring compliance and due delivery of projects;
- (iv) Managing and maintaining the buildings, roads, drains, parks and gardens of the University, and their designs and drawings;
- (v) Advising on the management and control of land use;
- (vi) Advising the Vice-Chancellor and the University Council on matters of land and development;
- (vii) Any other duties that may be assigned by the Vice-Chancellor from time to time.

QUALIFICATION AND EXPERIENCE

The candidate for the position:

- (i) Must have a minimum of Master's Degree in a Built Environment profession, **PLUS** relevant Professional Qualifications such as, membership of the Ghana Institute of Architects (GIA), Ghana Institution of Engineering (GhIE), Ghana Institution of Surveyors (GhIS), Project Management Professional (PMP);
- (ii) Must have served as Deputy Director of Works and Physical Development in a University or comparable grade in a similar organization for at least six (6) years;
- (iii) Must have served in a relevant field in industry, commerce or public service, and with a minimum of twenty (20) years relevant post-qualification experience;
- (iv) Must be computer literate in relevant software applications;
- (v) Must demonstrate strong leadership, organizational and project management skills;
- (vi) Must be a distinguished professional with capacity to motivate, manage and direct staff;
- (vii) Must exhibit a high sense of industry, leadership qualities, and organizational skills;
- (viii) Must be visionary and result-oriented.

TERMS OF APPOINTMENT

- (i) The appointment, which is full-time, shall be for **FOUR (4) YEARS** in the first instance and may be renewed, subject to satisfactory performance, for only one more term of four (4) years, provided that no part of the second term enters his/her compulsory retirement age;
- (ii) Eligible candidates should be able to complete at least a four (4) year tenure before attaining the age of sixty (60) years;
- (iii) Salary and Conditions of Service attached to the position are very attractive.

MODE OF APPLICATION

Interested candidates are requested to submit applications together with the following **VIA EMAIL AND HAND DELIVERY OR POST**:

- (i) Eight (8) Hard Copies each of application letters, Curriculum Vitae including Names and Addresses of **Three (3) Referees**, and copies of relevant academic and professional certificates;
- (ii) Eight (8) Hard Copies of “Statement of Candidate’s Vision for the Directorate”, which should not exceed 1,000 words;

The **one-envelope** application must be forwarded under REGISTERED COVER, marked “**Application for Director of Works and Physical Development of Koforidua Technical University**”.

- (iii) One (1) Soft Copy each of (i) and (ii) in a PDF Combined File, properly named with candidate’s full name, via email.

CLOSING DATE

The application for the position must reach the following addressee, in **both** hard and email PDF soft copies, **not later than 5:00 P.M. (1700 HOURS) GMT on FRIDAY, MAY 29, 2026**:

The Chairperson
Search Committee for Director of Works and Physical Development
C/o The Registrar (Administration Block, 2nd Floor, Room 333)
Koforidua Technical University
P. O. Box KF 981
Koforidua, Eastern Region – Ghana.

Soft copies must be forwarded to: searchcommittee.works@ktu.edu.gh

NOTE: ONLY SHORTLISTED CANDIDATES SHALL BE CONTACTED. THE UNIVERSITY IS UNDER NO OBLIGATION TO APPOINT A SHORTLISTED CANDIDATE.