

FEDERAL UNIVERSITY OF ALLIED HEALTH SCIENCES, ENUGU

(Office of the Registrar)

QUALIFICATION REQUIREMENTS FOR NON-ACADEMIC STAFF POSITIONS

SN	REGISTRY CADRE :
1	- Deputy Registrar (CONTISS 14) Candidate should possess a good honours degree of not below 2nd Class lower division, from a recognised University in any of the following disciplines; social sciences, art and humanities, plus NYSC discharge certificate or exemption with minimum of three (3) years cognate experience as a Principal Assistant Registrar I in an approved University. Higher degrees are added advantage and must have relevant professional body registration.
2	- Principal Assistant Registrar PAR I (CONTISS 13) Candidate should possess a good honours degree of not below 2nd Class lower division, from a recognised University in any of the following disciplines; social sciences, art and humanities, plus NYSC discharge certificate or exemption with minimum of fifteen (15) years post qualification experience in an approved University. Higher degrees are added advantage and candidate must have relevant professional body registration.
3	- Principal Assistant Registrar PAR II (CONTISS 12) Candidate should possess a good honours degree of not below 2nd Class lower division, from a recognised university in any of the following disciplines; social sciences, art and humanities, plus NYSC discharge certificate or exemption with minimum of twelve (12) years post qualification experience in an approved University. Higher degrees are added advantage and must have relevant professional body registration.
4	- Assistant Registrar (CONTISS 09) Candidate should possess a good honours degree of not below 2nd Class lower division, from a recognised university in any of the following disciplines; social sciences, art and humanities plus NYSC discharge certificate or exemption with minimum of Eight (8) years post qualification experience in an approved University.
5	DIRECTOR CADRE - Deputy Director (CONTISS 14) Candidate must possess a good honours degree of not below 2nd Class lower division in the relevant field with minimum of Fifteen (15) years cognate experience from a relevant industry. Higher degrees are added advantage and must have relevant professional body registration.
6	ACCOUNTING CADRE - Deputy Bursar (CONTISS 14) Candidate should possess a good honours degree of not below 2nd Class Lower division in Accounting, Banking and Finance, Business Studies, Economics or Taxation from a recognised University with NYSC discharge certificate/exemption with minimum of Two (2) years cognate experience as a Chief Accountant in approved University and must be a member of any chartered accounting profession.
7	- Chief Accountant (CONTISS 13) Candidate must have a good honours degree of not below 2nd Class Lower division in Accounting, Business Studies, Banking and Finance, Economics or Taxation from a recognised university with NYSC discharge certificate/exemption and with minimum of Fifteen (15) years cognate experience in a recognised University and must be a member of any chartered accounting profession.

8	- Senior Accountant (CONTISS 09) Candidate must have a good honours degree of not below 2nd Class Lower division in Accounting, Business Studies, Banking and Finance, Economics or Taxation from a recognised University with NYSC discharge certificate/exemption and minimum of Six (6) years cognate experience in approved University.
9	- Accountant I (CONTISS 08) Candidate must have a good honours degree of not below 2nd Class Lower division in Accounting, Business Studies, Banking and Finance, Economics or Taxation from a recognised University with NYSC discharge certificate/exemption and minimum of Three (3) years cognate experience in approved University.
10	- Accountant II (CONTISS 07) Candidate must have a good honours degree of not below 2nd Class Lower division in Accounting, Business Studies, Banking and Finance, Economics or Taxation from a recognised university with NYSC discharge certificate/exemption.
11	MEDICAL CADRE - Senior Medical Officer (COMMESS 03) Candidate must possess M.B.B.S. or any recognised equivalent and completion of one year housemanship plus registration with the Medical and Dental Council of Nigeria (MDCN) and a current practising license with NYSC discharge Certificate/exemption plus Nine (9) years cognate experience.
12	- Dental Surgeon (COMMESS 03) Candidate must possess B.D.S or any recognised equivalent with completion of housemanship plus registration with the Medical and Dental Council of Nigeria (MDCN) and a current practising license with NYSC discharge Certificate/exemption plus Nine (9) years cognate experience.
13	- Medical Officer (COMMESS 02) Candidate must possess M.B.B.S. or any recognised equivalent and completion of one year housemanship plus registration with the Medical and Dental Council of Nigeria (MDCN) and a current practising license with NYSC discharge Certificate/exemption.
14	- Dental Surgeon II (COMMESS 04) Candidate must possess B.D.S or any recognised equivalent with completion of housemanship plus registration with the Medical and Dental Council of Nigeria (MDCN) and a current practising license with NYSC discharge Certificate/exemption plus Twelve (12) years cognate experience.
15	HEALTH INFORMATION CADRE - Chief Health Information Management Officer (CONHESS 13) Candidate must possess a good B.Sc./HND in Health Information Management, Health Records Management/Administration, or an equivalent from recognised institution and registration with the Health Records Officers Registration Board of Nigeria (HRORBN) and a current practicing licence. Must have Twelve (12) years post qualification cognate experience.
16	INFORMATION CADRE - Principal Information Officer (CONTISS 11) Candidate must possess a good first degree in Mass Communication/Computer Science/Information Management with NYSC Discharge Certificate/Exemption and minimum of Six (6) years cognate experience.
17	- Information Officer I (CONTISS 08) Candidate must possess a good first degree in Mass Communication/Computer Science/Information Management with NYSC Discharge Certificate/Exemption and minimum of Three (3) years cognate experience.

18	- Information Officer II (CONTISS 07) Candidate must possess a good first degree in Mass Communication/Computer Studies with NYSC Discharge Certificate/Exemption.
19	ADMINISTRATIVE CADRE - Administrative Officer I (CONTISS 08) A good first degree from a recognise university in any of the disciplines of Social Sciences, Art and Humanities plus NYSC discharge certificate or exemption plus at least Three (3) years post experience.
20	- Administrative Officer II (CONTISS 07) A good first degree from a recognised university in any of the disciplines of Social Sciences, Art and Humanities plus NYSC discharge certificate or exemption.
21	EXECUTIVE CADRE - Senior Executive Officer (Account) (CONTISS 08) Candidate must possess HND in Accounting, Banking and Finance, Business Studies, Economics or Taxation plus NYSC discharge certificate/exemption with at least Three (3) years cognate experience.
22	Higher Executive Officer (CONTISS 07) Candidate must possess HND in Accounting, Banking and Finance, Business Studies, Economics or Taxation plus NYSC discharge certificate/exemption with at least Two (2) years cognate experience.
23	- Assistant Executive Officer (CONTISS 06) Candidate must possess ND in Accounting, Banking and Finance, Business Studies, Economics or Taxation.
24	CLERICAL CADRE - Clerical Officer I (CONTISS 04) Candidate must possess SSCE/WASC/GCE with at least 5 credits at not more than 2 sittings in relevant subjects including English and Mathematics with computer literacy.
25	Clerical Officer (CONTISS 03) Candidate must possess SSCE/WASC/GCE with at least 3 credits not more than 2 sittings in relevant subjects including either English or Mathematics with computer literacy.
26	SECURITY CADRE - Chief Security Officer (CONTISS 11) Candidate must possess a good honour degree in Social Science/Humanities with at least 15 years cognate experience in recognise institution or national security establishment.
27	AUDITOR CADRE Chief Internal Auditor (CONTISS 13) Candidate must have a good honours degree of not below 2nd Class Lower division in Accounting, Business Studies, Banking and Finance, Economics or Taxation from a recognised university with NYSC discharge certificate/exemption and with minimum of Fifteen (15) years cognate experience in a recognised University and must be a member of any chartered accounting profession.
28	- Assistant Chief Auditor (CONTISS 12) Candidate must have a good honours degree of not below 2nd Class Lower division in Accounting, Business Studies, Banking and Finance, Economics or Taxation from a recognised university with NYSC discharge certificate/exemption and with minimum of Twelve (12) years cognate experience in a recognised University and must be a member of any chartered accounting profession.
29	- Senior Auditor (CONTISS 09) Candidate must have a good honours degree of not below 2nd Class Lower division in

	Accounting, Business Studies, Banking and Finance, Economics or Taxation from a recognised University with NYSC discharge certificate/exemption and minimum of Six (6) years cognate experience in approved University.
30	Auditor I (CONTISS 08) Candidate must have a good honours degree of not below 2 nd Class Lower division in Accounting, Business Studies, Banking and Finance, Economics or Taxation from a recognised University with NYSC discharge certificate/exemption and minimum of Three (3) years cognate experience in approved University.
31	Auditor II (CONTISS 07) Candidate must have a good honours degree in Accounting, Business Studies, Banking and Finance, Economics or Taxation from a recognised university with NYSC discharge certificate/exemption.
32	STORE OFFICER CADRE - Principal Store Officer (CONTISS 11) Candidate must possess a good first degree in Purchasing and Supply, Accounts/Business Studies and any other relevant field plus Nine (9) years cognate experience and registration with applicable professional body and NYSC discharge certificate/exemption.
33	Procurement Cadre Assistant Chief procurement Officer (CONTISS 11) Candidate must possess a good first degree in Purchasing and Supply, Accounts/Business Studies and any other relevant field plus Nine (9) years cognate experience and registration with applicable professional body and NYSC discharge certificate/exemption.
34	Senior Procurement Officer (CONTISS 08) Candidate must possess a good first degree in Purchasing and Supply, Accounts/Business Studies and any other relevant field plus Three (3) years cognate experience and NYSC discharge certificate/exemption.
35	INSTRUCTOR CADRE Senior Instructor (CONTISS 11) Candidate must possess B.Sc./HND in Nursing and valid registration with Nursing and Midwifery Council of Nigeria plus 3 years post registration cognate and practical experience
36	STOCK VERIFIER CADRE - Principal Stock Verifier Officer (CONTISS 11) Candidate must possess a good first degree in Purchasing and Supply, Accounts/Business Studies and any other relevant field plus Nine (9) years cognate experience and registration with applicable professional body and NYSC discharge certificate/exemption.
37	- Senior Stock Verifier (CONTISS 08) Candidate must possess a good first degree in Purchasing and Supply, Accounts/Business Studies and any other relevant field plus Three (3) years cognate experience and NYSC discharge certificate/exemption.
38	- Higher Stock Verifier (CONTISS 07) Candidate must possess HND in Business Studies/Purchasing and Supply with at least Three (3) years cognate experience plus NYSC discharge certificate/exemption.
39	Dental Technologist Cadre - Principal Dental Technologist (CONHESS 11) Candidate must possess a good Bachelor's Degree/HND from a recognised institution. Registered and Licensed by Dental Technologists Registration Board of Nigeria (DTRBN) with a minimum of Six (6) year's post-qualification cognate experience and NYSC discharge certificate/exemption.
40	Medical Laboratory Cadre (CONHESS 08)

	- Medical Laboratory Technologist (CONHESS 08) Candidate must be Associate member of Institute Medical Laboratory Technologist (ATMLT) of Nigeria/WASC/SSCE plus OND from Institute of Medical Laboratory Technology (Obtained after four years course) and registration of the Medical Laboratory Council of Nigeria for Health Technologists in addition with 3 years post qualification cognate experience.
41	- Principal Science Laboratory Technologist (CONHESS 11) Candidate must be Associate member of Institute Medical Laboratory Technologist (ATMLT) of Nigeria/WASC/SSCE plus OND from Institute of Medical Laboratory Technology (Obtained after four years course) and registration of the Medical Laboratory Council of Nigeria for Health Technologists in addition with 9 years post qualification cognate experience.
42	- Assistant Chief laboratory Technologist (CONHESS 12) Candidate must be Associate member of Institute Medical Laboratory Technologist (ATMLT) of Nigeria/WASC/SSCE plus OND from Institute of Medical Laboratory Technology (Obtained after 4 years course) and registration of the Medical Laboratory Council of Nigeria for Health Technologists in addition with 12 years post qualification cognate experience.
43	- Laboratory Assistant (CONHESS 06) Candidate must possess five years indentured or approved apprenticeship or an equivalent number of years in an approved industry and corresponding attendance or a recognised OND in a relevant field plus at least one year post qualification cognate experience.
44	MEDICAL LABORATORY TECHNICIAN CADRE - senior Laboratory Technician (CONHESS 08) Candidate must possess HND in Medical Laboratory Technician with registration with Nigerian Institute of Medical Laboratory Technology plus 3 years cognate experience.
45	SCIENTIFIC OFFICERS CADRE - Senior Scientific Officer (CONTESS 11) Candidate must possess Ph.D degree in relevant medical appropriate Natural Sciences field with at least 1 year post qualification cognate experience.
46	- Scientific Officer I (CONTESS 08) Candidate must possess a good B.Sc.(or its equivalent) in Medical and appropriate natural sciences.
47	PHYSIOTHERAPIST CADRE - Senior Physiotherapist (CONHESS 08) Candidate must possess a good degree in physiotherapy plus full up to date registration with Medical Rehabilitation Board of Nigeria (MRTB) and at least 6 years pre-registration experience with ICT compliance.
48	TECHNOLOGIST CADRE - Senior Technologist (CONTESS 08) Candidate must possessing B.Sc/HND from a recognised institution. Plus at least 3 years post-qualification cognate experience.
49	RADIOGRAPHY CADRE - Senior Radiographer (CONHESS 08) Candidate must possess a good degree in Radiography plus 6 years post registration cognate experience with ICT compliance
50	DENTAL THERAPY CADRE - Senior Dental Therapist (CONHESS 08) Candidate must possessing B.Sc/HND from a recognised institution. Plus at least 3 year's post-qualification cognate experience.

51	NURSING CADRE - Nursing Officer (CONHESS 08) Candidate must possess B.Sc. in Nursing with valid registration with (RN) or RN/Midwife with 3year post registration cognate experience
52	- Nursing Officer I (CONHESS 08) Candidate must possess B.Sc. in Nursing with valid registration with (RN) or RN/Midwife with 3year post registration cognate experience
53	HEALTH RECORD CADRE - Senior Health Record Officer (CONHESS 09) Candidate must possess a good B.Sc./HND in Health Information Management, Health Records Mgt/Administration, or an equivalent from recognised university/institution and registration with the Health Records Officers Registration Board of Nigeria (HRORBN) and a current practicing licence. Must have 6 years post qualification cognate experience.
54	- Health Record Assistant (CONHESS 04) Candidate must possess State and National Certificate of medical records/statistics (CMSRS) plus SSCE/WASC/GCE with at least 5 credits at not more than 2 sittings in relevant subjects including English and Mathematics.
55	DENTAL NURSING CADRE - Senior Dental Nursing (CONHESS 08) Candidate must possess B.Sc./HND in Dental Nursing with valid registration with (RN) or RN/Midwife with 3 year post registration cognate experience
56	COMMUNITY HEALTH CADRE - Principal Community Health Technician (CONHESS 08) Candidate must possess B.Sc./HND in Community Health Technology with registration by Nigerian plus 3 year post cognate experience.
57	MEDICAL LABORATORY CADRE - Assistant Chief science Laboratory (CONHESS 11) Candidate must possess a good degree in Laboratory Sciences, plus registration wit Laboratory Sciences Council of Nigeria and at least 6 years registration cognate experience.
58	- Laboratory Assistant I (CONHESS 06) Candidate must possess OND/DN in Engineering/Laboratory Technology or other equivalent professional qualification plus 3 years cognate experience.
59	- Laboratory Assistant II (CONHESS 05) Candidate must possess OND/DN in Engineering/Laboratory Technology or other equivalent professional qualification.
60	MEDICAL LABORATORY TECHNOLOGY CADRE - Assistant chief Laboratory Technologist (CONHESS 12) Candidate must possess a good degree in Laboratory Sciences/Technology or its equivalent, plus registration with Laboratory Sciences Council of Nigeria and at least 9 years registration cognate experience.
61	- Principal Science laboratory Technologist (CONHESS 11) Candidate must possess a good degree in Laboratory Sciences/Technology or its equivalent, plus registration wit Laboratory Sciences Council of Nigeria and at least 6 years registration cognate experience.
65	- Medical Laboratory Technologist (CONHESS 11) Candidate must be Associate member of Institute Medical Laboratory Technologist (ATMLT) of Nigeria/WASC/SSCE plus OND from Institute of Medical Laboratory Technology (Obtained after four years course) and registration of the Medical Laboratory Council of Nigeria for Health Technologists in addition with 9 years post qualification cognate

	experience.
62	DENTAL TECHNOLOGY CADRE - Principal Dental Technologist (CONHESS 11) Candidate must possess HND in Dental Technology in any recognise institution with 6 years post qualification cognate experience.
63	SCIENTIFIC OFFICER CADRE - Senior Scientific Officer (CONHESS 10) Candidate must possess Ph.D degree in relevant medical appropriate Natural Sciences field with at least 1 year post qualification cognate experience.
64	- Scientific Officer (CONHESS 08) Candidate must possess a good B.Sc.(or its equivalent) in Medical and appropriate natural sciences.
65	MEDICAL LABORATORY TECHNICIAN CADRE - Senior Medical Technician (CONHESS 08) Candidate must possess HND in Medical Laboratory Technician with registration by Nigerian Institute of Medical Laboratory Technology plus 3 year post cognate experience.
66	HEALTH RECORD CADRE - Senior Health Record officer (CONHESS 09) Candidate must possess a good B.Sc./HND in Health Information Management, Health Records Mgt/Administration, or an equivalent from recognised university/institution and registration with the Health Records Officers Registration Board of Nigeria (HRORBN) and a current practicing licence. Must have 6 years post qualification cognate experience.
67	- Health Record Assistant (CONHESS 04) Candidate must possess State and National Certificate of medical records/statistics (CMSRS) plus SSCE/WASC/GCE with at least 5 credits at not more than 2 sittings in relevant subjects including English and Mathematics.
68	ENVIRONMENTAL HEALTH TECHNICIAN CADRE - Chief Environmental Health Technician (CONHESS 10) Candidate must possess B.Sc./HND in Environmental Health/Public Health Technology with plus 5 year post cognate experience.
69	- Principal Environmental Health Technologist (CONHESS 09) Candidate must possess a good B.Sc. or HND in Environmental/Public Health science from a recognised institution plus 3 years cognate experience
70	- Higher Environmental Health Assistant (CONHESS 05) Candidate must possess a good OND in Environmental/Public Health science from a recognised institution
71	COMMUNITY HEALTH CADRE Principal Community Health Technician (CONHESS 07) Candidate must possess B.Sc./HND in Community Health Technology with registration by Nigerian plus 3 year post cognate experience.
72	LEGAL CADRE - Legal Officer I (CONTESS 08) Candidate must possess LLb from a recognised university and called to Nigeria Bar.
73	DATA PROGRAMMER CADRE - Senior Data Programmer(CONTESS 08) Candidate must possess a good B.Sc./HND degree in Computer Sciences/Information Technology with at least 3 years cognate experience.

74	FARM OFFICER Candidate must possess a good degree in Agriculture plus 3 years cognate experience.
75	PROGRAM ANALYST - Program System Analyst(CONTISS 08) Candidate must possess a good B.Sc./HND degree in Computer Sciences/Information Technology with at least 3 years cognate experience.
76	- Senior Program Analyst(CONTISS 08) Candidate must possess a good B.Sc./HND degree in Computer Sciences/Information Technology with at least 6 years cognate experience.
77	DATA PROCESSING CADRE - Higher Data Processing Officer(CONTISS 08) Candidate must possess a good B.Sc./HND degree in Computer Sciences/Information Technology with at least 3 years cognate experience.
78	- Data Processing Assistant(CONTISS 08) Candidate must possess SSCE/WASC/GCE with at least 5 credits at not more than 2 sittings in relevant subjects including English and Mathematics must be expert in MS Word, Excel, Power Point etc.
79	HEALTH ATTENDANT CADRE - Health Assistant (CONTISS 03) Candidate must possess S. 75/Junior Secondary School Certificate or General Certificate of Education “Ordinary Level” obtained with 3 credits at 1 sitting or 4 at 2 sitting and has successfully completed a 2 year programme in school of Health Technology or any other Health Institution and obtain a national certificate for Health Assistant cadre.
80	- Health Attendance (CONTISS 02) Candidate must possess SSCE/WASC/GCE with at least 5 credits at not more than 2 sittings in relevant subjects including English and Mathematics with in service training course or pass National Health Certificate for Health Assistant.
81	TECHNICAL OFFICER(MAINTENANCE) CADRE - Technical Assistant (CONTISS 05) Candidate must possess a good OND/Intermediate Certificate of City and Guilds in the relevant field plus 3 years cognate experience
82	STOREKEEPER CADRE - Storekeeper(CONTISS 04) Candidate must possess SSCE/WASC/GCE with at least 4credits at not more than 1sittings or 5 at not more than 2 sittings in relevant subjects including English and Mathematics
83	MOTOR DRIVER CADRE - Senior Driver/ Mechanic(CONTISS 05) Candidate possess First School Leaving Certificate plus a valid Class “C” Driving License, Class III Trade Test for Motor Mechanic Work with at least 3 years cognate experience
84	POTTER CADRE - Potter(CONTISS 03) Candidate must possess SSCE/WASC/GCE with at least 5 credits at not more than 2 sittings in relevant subjects including English and Mathematics must be expert in MS Word, Excel, Power Point etc.
85	ARTISAN/CRAFTSMAN CADRE - Senior Craf5sman(CONTISS 08) Candidate must possess First School Leaving Certificate plus a valid Class III Trade Test in area of speciality with at least 3 years cognate experience.

85	- Craftsman (CONTISS 04) Candidate must possess First School Leaving Certificate plus a valid Class III Trade Test in area of specialty
86	- Assistant News Editor (CONTISS 05) Candidate must possess General Certificate Education/ SSCE/WASC/GCE with credit pass in 4 or 5 subjects obtained in 1 or 2 sittings with at least 2 years post qualification cognate experience.
88	WASHMAN CADRE - Washman (CONTISS 02) Candidate must possess SSCE/WASC/GCE with at least 5 credits at not more than 2 sittings in relevant subjects including English and Mathematics.
89	GARDENER CADRE - Head Field Attendant (CONTISS 3) Candidate must possess SSCE/WASC/GCE with at least 5 credits at not more than 2 sittings in relevant subjects including English and Mathematics.
90	- Field Assistant (CONTISS 02) Candidate must possess SSCE/WASC/GCE with at least 5 credits at not more than 2 sittings in relevant subjects including English and Mathematics.
91	LIBRARY OFFICER CADRE - Higher Library Officer (CONTISS 07) Candidate must possess HND in Library Science plus at least 3 years cognate experience.
92	Senior Coach/Sport Assistant I (CONTISS 08) Candidate must possess a good honour degree Physical education plus 3 years cognate experience
93	- Assistant Coach (CONTISS 08) Candidate must possess a good honour degree Physical education plus 3 years cognate experience
	- Sport Assistant (CONTISS 05) Candidate must possess WASEC/GCE O'level with 5 credit and 3 years post qualification experience.
94	- Senior foreman (CONTISS 06) Candidate must possess First School Leaving Certificate plus a valid Class III Trade Test in the appropriate trade with at least 3 years cognate experience.
95	- Higher Trade Officer (CONTISS 07) Candidate must possess OND in Business Administration/Marketing, General Certificate of Education (Advance Level) in two subject passes at 1 sitting with at least 3 years cognate experience.