

Term of Reference (TOR): Assistant Professor – School of Business

1. Position Details

Job Title: Assistant Professor – Business

Reporting To: Head, School of Business

Contract Type: Full-Time

Number of Openings: 2

Areas of Specialization: 1. Banking and Finance

2. Marketing

3. Hospitality, Travel & Tourism

4. Management Information System

5. Entrepreneurship

2. Position Overview

The Assistant Professor –School of Business is responsible for delivering high-quality instruction, fostering applied research, and contributing to the academic and professional development of students. The role involves curriculum design, course delivery, mentoring, and active participation in departmental initiatives that align with the strategic goals of the Model Institute of Technology (MIT).

3. Key Responsibilities

3.1. Teaching and Learning

Deliver engaging lectures and laboratory sessions in assigned business specialization areas.

Develop and maintain updated course outlines, lesson plans, and instructional materials aligned with institutional and industry standards.

Evaluate student performance through assessments, projects, and practical tasks, providing timely and constructive feedback.

Incorporate project-based and experiential learning methods to enhance student engagement and employability skills.

3.2. Academic Resource Development

Prepare and maintain course files, including teaching materials, student assessments, and records.

Develop and recommend new lab exercises, projects, and case studies reflecting emerging technologies and industry trends.

Collaborate with the Head of School in periodic curriculum review and accreditation documentation.

3.3. Research and Professional Development

Engage in research, innovation, and scholarly publications within the faculty's area of specialization.

Participate in seminars, workshops, and conferences to enhance academic and technical expertise.

Support the development of student research projects, capstones, applied incubation, and innovation initiatives.

3.4. Institutional Service and Community Engagement

Contribute to departmental committees, academic events, and outreach activities.

Support industry collaboration initiatives, including internships, workshops, and guest lectures.

Participate in student advising, mentorship, and career guidance programs.

4. Required Qualifications and Experience

4.1. Education

Master's Degree (or higher) in Business Administration, Business Studies, or a related field from a recognized university.

PhD (preferred) or equivalent industry experience in the relevant area of specialization.

4.2. Experience

Minimum 2 years of teaching or professional experience in higher education or related industry.

Demonstrated expertise in at least one of the listed specialization areas.

Experience in curriculum design, practical lab setup, or applied research will be an advantage.

4.3. Skills and Competencies

Technical Proficiency: Strong applied knowledge in one or more business domains.

Pedagogical Excellence: Ability to teach using modern tools and active learning methods.

Research Orientation: Interest in publishing, supervising projects, and developing applied solutions.

Communication Skills: Strong written and verbal communication for effective instruction and collaboration.

Teamwork: Ability to collaborate with colleagues across disciplines and industry partners.

5. How to Apply

Interested candidates are requested to submit the following documents to the Human Resource Department at Model Institute of Technology (MIT), Baghbazar, Kathmandu:

- Cover Letter
- Completed Application Form
- Updated Curriculum Vitae (CV)
- Copy of Citizenship Certificate
- Copy of the Latest Academic Degree

Applications may be submitted in person at the MIT HR Office or via email to:
hr@mitnepal.edu.np

6. Equal Opportunity Statement

Model Institute of Technology (MIT) is an equal-opportunity employer committed to creating a diverse and inclusive academic environment. We encourage applications from qualified candidates of all backgrounds, including women, minorities, and individuals with disabilities.