

Center for Career Placement & Alumni
Graduate Placement Services (GPS)

JOB VACANCY FORM[®]

Job Reference No.: JV642

Company Name: United Arab Emirates University - College of law

Company Type: Government



Job Position/Title:	Research Assistant	Academic Major:	Law
Salary Range:	24,000 AED	Years of Experience:	with experience 2 years
Job Location:	Al Ain	Job Type:	Full-time
Nationality:	Only UAE Nationals	Gender:	Both
Job Description:	To provide research assistance in conducting investigative research requiring the application of standard procedures. Performs some or all of the duties listed below, as assigned. Duties and Responsibilities: • Researches and collects data through complex techniques and procedures; library research; structures interviews; or through other means for research projects. • Searches sources such as reference works, literature, documents, newspapers, and statistical records, to obtain data on assigned subject. • Assists faculty members in their research by providing them research material and statistical analysis. • Interprets, synthesizes and analyses data using scientific or statistical techniques. • Modifies and plans research procedures or survey instruments. • Assists in research design. • Writes and edits material for publication and presentation. • Reports on status of research activities. • Schedules and coordinates research activities. • Assists students in extracting court sentences, research work and searching the internet. • Monitors and maintains the legal library in the annex (Computer Lab) • Generally assists in the academic and research activities organized by the college. • Prepares and maintains the annual research plan of the college (activities, Arabic and foreign magazines and periodicals directory). • Other duties as assigned by immediate supervisor		

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Minimum Qualifications:	• Bachelor degree • Experimental, survey and statistical skills • Computer skills • Communication skills
No. of Positions Required:	1
Job Close Date:	Open Until Filled

To Apply, UAEU Graduates/Alumni should send their CVs to:

FSL.Office@uaeu.ac.ae

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