

Associate Lecturer – Full-time (Contractual) (Ref: JDAL-V26_1.0)

Polytechnics Mauritius Ltd · Vacancy · October 2026

Department	The relevant School (Engineering; Nursing; IT & Emerging Technologies; Tourism, Hospitality & Sports; Business, Finance & Entrepreneurship)
Reports to	Programme Leader
Salary	Negotiable, commensurate with qualifications and experience

Fields

Health Sciences · Nursing · Information Technology · Tourism, Hospitality and Leisure · Culinary · Sports · Engineering · Logistics and Transport · Business and Financial Services · Languages (English, French, German, Spanish)

Qualifications

- A bachelor's degree in the relevant field from a recognised institution.

Experience

- At least 3 years' experience in the relevant field is recommended.
- Experience in teaching or training, in education or industry, would be an advantage

General duties

1. To report to the designated supervisor or Head of Department.
2. To contribute to the strategic development and operational goals of the department or team.
3. To provide leadership and guidance in the planning, implementation, and improvement of assigned areas.
4. To ensure activities and projects are carried out in accordance with institutional standards, policies, and regulations.
5. To support continuous improvement initiatives and innovation within the department or team.
6. To mentor and provide guidance to junior staff, supporting their professional development and performance.
7. To assist in resource planning, operational management, and efficient use of departmental assets.
8. To represent the department in committees, working groups, and institutional initiatives as required.
9. To promote knowledge sharing and the adoption of best practices within the team or department.
10. To perform any other duties related to the advancement, management, and success of the department or institution.

Technical duties

Reporting to the Programme Leader or any delegated officer, the duties of the postholder will, inter alia, include but not be restricted to:

1. To adhere to the Academic Staff Workload guidelines and institutional regulations across all teaching activities.
2. To adopt and implement as part of core teaching duties the institutional learning methodologies (PML approach, the 4 Ps, and Poly Identity).
3. To plan, design, and deliver high-quality lectures, tutorials, workshops, and practical sessions across campuses, bridging academic theory to practical industry application.
4. To prepare integrated instructional materials, including lecture notes, module maps, timetables, academic calendars, and course outlines to ensure structured and effective session delivery.
5. To design, prepare, and administer a diverse set of assessment instruments, including class assignments, quizzes, tests, coursework, and examination papers aligned with institutional standards.
6. To mark assessment scripts, provide timely and constructive feedback, and accurately input grades into the Student Information System (SIS) within established deadlines.
7. To maintain an up-to-date Learning Management System (LMS) by uploading module content, lecture materials, announcements, and digital resources in a timely manner.
8. To act as Cohort Coordinator (CC), ensuring cohorts have necessary facilities, support, and resources, while providing orientation and tracking academic progress to secure course completion.
9. To evaluate student progress, maintain accurate attendance registers, identify at-risk learners, and provide academic advice, guidance, and support.
10. To conduct speed interviews, supervise student projects, practical work, and industry attachments to enhance student employability skills.
11. To participate as a mentee in internal capacity building programmes and engage in continuous professional development within the cluster.
12. To participate in externships, industry training, and field visits to maintain strong alignment with current industry realities and trends.
13. To actively participate in Academic Committees, Departmental Meetings, Course Validation exercises, and Examination Boards.
14. To liaise with internal and external stakeholders, including industry partners, for student placements and internship opportunities.
15. To coordinate with academic partners, undertake required training, and ensure full compliance with quality assurance frameworks on all academic deliverables.
16. To contribute to the continuous review, enhancement, and development of academic programmes, module content, and teaching practices.
17. To promote, organise, and participate in institutional events, workshops, and activities aimed at showcasing departmental and student achievements.
18. To ensure classrooms, specialised skill labs, virtual learning spaces, and teaching equipment are properly configured, safe, and effectively utilised in compliance with health and safety standards.
19. To assist in setting, vetting, and invigilating internal examinations, while maintaining complete academic records, course files, and documentation.

20. To perform such other duties directly related to the main duties listed above or required to ensure the effective delivery of outputs expected from the Associate Lecturer.

Skills

Strong subject expertise, good teaching and communication skills, a student-focused approach, and confidence with educational technology.

The postholder may be required to work evenings and Saturdays.

Closing date: 23 October 2026

How to apply: Online only, through the PML careers portal at <https://www.poly.ac.mu/careers/> and applicants must clearly state the field they are applying for.

Applications sent by email, post or hand delivery will not be considered.