

Responsibilities of Recruitment and Promotion Committee:

- Supervise and monitor the advertisements of the required vacant positions and manage the received applications.
- Review all applications of recruitment of academic staff (at the rank of assistant or associate professor or others).
- Provide the list of the nominated candidates to faculty dean (based on the department review and recommendation which use well-defined criteria following the regulations of the University).
- A report must be submitted regarding the decision of recommending the chosen candidate(s) to the faculty dean.
- Evaluate the promotions of member of academic staff on the basis of the regulations and instructions of the Hashemite University (Noticing that all of the committee members, who evaluate the promotion of assistant or associate professors, must be member of staff of a higher rank).
- Revise and Submit report regarding the application of promotion in collaboration with relevant department and ensure that the application meets all required conditions of the Hashemite University.
- The committee meets when a recruitment or promotion case is available.