



POSTDOCTORAL SCHEME

NO.	ITEM	DETAILS
1.	Criteria of Appointment	<p>Have a PhD Qualification.</p> <p>During application, postdoctorate candidate must submit a research proposal, work plan, scope, and research plan, which are subject to discussion between the candidate and mentor.</p> <p>Postdoctorate candidates are open to citizens and non-citizens.</p>
2.	Age	No age limit
3.	Terms of Appointment	Full-time basis (Contract for Service)
4.	Duration of Appointment	One (1) year and may be extended by the University.
5.	Job Category	Academic
6.	Title	Postdoctorate (Local and Visiting)
7.	Application Procedure	<p>a) Candidates / Schools must complete the application form and provide supporting documents as in the checklist;</p> <p>b) Candidates proposed by the College / Centre / Institute will be considered and approved by the University Management Committee (JPU);</p> <p>c) The Registrar shall issue a letter of appointment.</p>

8.	Scope of Work	<p>a) Manage research projects;</p> <p>b) Publish at least 2 journal articles indexed by ISI or SCOPUS within a year. Any publication under Refereed journal or ISI Scopus must be made in the name of UUM;</p> <p>c) Assist supervision of post-graduate students related to candidate's research;</p> <p>d) Teach 1-2 courses (teaching load of not more than six (6) hours a week); and</p> <p>e) Not allowed to hold any positions either inside or outside of UUM, and</p> <p>f) Not allowed to be the Principal Investigator (PI) of a research grant. However, if the candidate has a research grant, the candidate will be the lead researcher and mentor will be the co-researcher.</p>
9.	Mentor's Scope of Work	<p>a) Assist the candidate in creating a list of tasks and work plans. If the candidate is assigned to teach, then the process of registering marks in the system will be made by the candidate.</p> <p>b) Agree and support the candidate's research proposals and work schedules.</p> <p>c) Prepare the candidate's performance report to the School every 6 months for contract extension purposes.</p> <p>d) To apply for termination of the candidate's offer if the candidate's performance is not satisfied.</p>
10.	Allowance	<p>Scheme A – Allowance (RM3,000.00/month)</p> <p>Scheme B – No allowance and allocated a research grant of RM5000.00 to publish one (1) Scopus indexed publication</p>
11.	Other Benefits	<p><u>Medical</u> Medical facilities at PKU only.</p> <p><u>Annual Leave</u> Eligible for 15 days of annual leave.</p> <p><u>Travel / Accommodation Claims</u> While on official duty according to eligibility.</p>

		<u>Office and Other Facilities</u> May be provided if necessary.
12.	Attendance	Must be recorded according to University rules.
13.	Responsible to	Dean of School / Director of Institution.