

# **NOTICE**

## **Recruitment of Teaching Assistants (TAs)** **(Spring 2024)**

The Department of Business Administration is inviting applications for the position of Graduate Teaching Assistants (GTAs) and Undergraduate Teaching Assistants (UTAs) for the Spring 2024 semester. Interested students may submit their **CV (including photograph)** with **Cover Letter** and **Grade Sheet** to the Department Office (room no. 422) by **December 30, 2023**.

### **Required Courses:**

Accounting, Finance, Management, Marketing, Human Resource Management, Management Information System, Business Communication, International Business, Production Operation Management, Strategic Management.

### **Requirements for Undergraduate Teaching Assistant (UTA)**

1. The student must be a regular student of the department/relevant department.
2. Minimum credit earned would be at least one-half of the total credit required for the particular program.
3. Minimum CGPA should be 3.50 out of 4.00.
4. He/She must not be a student of the same course for which he/she would be a UTA.
5. The UTA must not be appointed for a course that he/she has not completed.
6. Appointments will be according to EWU rules and regulations.

### **Requirements for Graduate Teaching Assistant (GTA)**

1. The student must be a regular student of the department/relevant department.
2. Minimum CGPA should be 3.50 out of 4.00.
3. He/She must not be a student of the same course for which he/she would be a GTA.
4. Appointments will be according to EWU rules and regulations.

Regards

  
10.12.2023

**Chairperson**

Department of Business Administration  
East West University