



Western Region University

Fatorma Compound
Tubmanburg, Bomi County
Liberia, West Africa



OFFICE OF THE PRESIDENT

Vacancy Announcement No.: WRU/2026/005

POSITION: DIRECTOR OF HUMAN RESOURCE MANAGEMENT

Advertised: August 2, 2026 | **Application Deadline:** August 18, 2026

The Administration of Western Region University (WRU), located at Fatorma Compound in Tubmanburg, Bomi County, invites applications from suitably qualified and experienced candidates for the full-time administrative position of **Director of Human Resource Management**.

The Director will report to the Vice President for Administration and Finance and provide leadership for the University's human resource functions. Major duties include workforce planning; transparent and merit-based recruitment; performance management; employee relations and grievance handling; staff training and development; personnel records and the Human Resource Information System; compensation and benefits coordination; policy development; and compliance with University regulations and applicable employment laws.

Applicants must possess at least a Master's degree in Human Resource Management, Public Administration, Business Administration, Industrial Relations, Organizational Development, or a related field. A master's degree and a recognized professional HR certification are added advantages. Candidates must have at least seven years of progressively responsible human resource experience, including at least five years in a senior HR leadership position, together with demonstrated experience in higher education or another complex public institution.

The duty station is Tubmanburg, Bomi County. Salary will commensurate with qualifications and experience, and the successful candidate is expected to begin work as soon as possible.

APPLICATION PACKAGE

- A letter of application and detailed curriculum vitae;
- Certified copies of academic and professional credentials;
- A statement of vision for Human Resource Management at WRU, not exceeding three pages;
- Names and contact details of three professional referees; and
- Relevant professional certifications and other supporting documents.

HOW TO APPLY

Applications must be addressed to **Human Resource Office, Western Region University, Tubmanburg, Bomi County, Republic of Liberia**, and clearly marked: **"Application for Director of Human Resource Management."**

Submit the complete application electronically to **bcc.hr22@gmail.com** or deliver it in a sealed envelope to the President's Office, Western Region University, Fatorma Compound, Tubmanburg, Bomi County.

The deadline is **5:00 p.m. Liberia time on Tuesday, August 18, 2026**. Only shortlisted applicants will be contacted, and applicants should not make direct telephone calls regarding the status of their applications.

Qualified women, persons with disabilities, and Liberians from all counties are strongly encouraged to apply.