

## UNDERGRADUATE PROGRAMS

### **HND (Higher National Diploma) AND FIRST DEGREE PROGRAMS**

The Higher National Diploma (HND) is a two-year professional university program which focuses on learning by doing. It is designed to teach the knowledge and skills needed for employment and paving the way for a Bachelor's Degree Program. The HND originated from the United Kingdom and has long been adopted by all Commonwealth nations. It was introduced in Cameroon in 2002 by Ministerial Order No. 02/0069/MINESUP/DDES.

#### **HND Curriculum Structure**

The HND consists of four main components:

- General studies courses
- Foundation courses
- Professional courses
- Supervised Industrial Work Experience Scheme

General studies courses are taken by all Higher National Diploma (HND) students in each specialty, they constitute French, English, Civics, Ethics and Law.

Foundation courses are interdisciplinary courses taught to provide students with a solid background in their various specialties.

Professional courses constitutes the main courses that students study to develop the specialist knowledge and skills in a chosen field of study. The curriculum of each program is structured into four semesters of 14 to 16 weeks of teaching, including students' assessment.

Supervised Industrial Work Experience Scheme constitutes a 3 months industrial attachment undertaken by students to blend theory and practice upon which they are expected to write a report and defend.

Accreditation and Conditions for the Award of the **Higher National Diploma (HND) Certificate**

**The Higher National Diploma (HND)** is earned in Cameroon through a national examination organized each academic year in one session by the Ministry of

Higher Education through the National Committee for the Organization of Higher National Diploma (HND) Examinations. The examination is open only to those who have completed the program course work and research projects, after passing the prescribed examinations in an institution of Higher Learning approved by the Ministry of Higher Education.

#### Student Assessment

**The Grades for Higher National Diploma (HND) are classified as follows:-**

**Distinction GPA of 3.50 and above / Average of 15-20 (85-100 %)**

**Upper Credit GPA of 3.00 – 3.49 / Average of 14-14.9 (70-74 %)**

**Lower Credit GPA of 2.50 – 2.99 / Average of 12-13.9 (60-69 %)**

**Pass (P) GPA of 2.00 – 2.49 / Average of 10-11.9 (50-54 %) Pass**

**Below 10 (Below 50 %) Fail**

Below are the Higher National Diploma (HND) programs offered at MALUKU. Applying for study is easy and simple! You can choose to start your course now, as admission is on a rolling basis. MALUKU admission policy is based on the philosophy of “Open Admissions.” Academic credits can be transferred from another institution into MALUKU. At MALUKU we provide students the option of taking these programs online or on campus. The following is a list of higher National Diploma programs at MALUKU. Click on the program name to see more information about the program.

General Requirement: Advance level Certificate / High School Certificate or Equivalence.

## **SCHOOL OF BUSINESS, &FINANCE**

### **1. Marketing**

HND in Marketing and international Trade program offers training in various marketing-related topics, including identification of customer needs, product definition and development, product pricing and decision-making as it's related to how a given product will be sold.

HND in marketing can also be closely integrated with bachelor's and master's degree programs, allowing students to broaden their marketing knowledge while obtaining a higher degree.

General Skills sought after:

- The understanding of the international economy; - The mastery of foreign languages; cross cultural - The Ability to negotiate; - The understanding of the professional environment; - To be able to work under pressure; - The adaptability.

#### **Specific Skills:**

- Understand strategic logic marketing;
- Understand the challenges faced by the business in a competitive environment;
- Understand the determinants of the commercial success of the company;
- Sell in an affordable manner and cost effective;
- Lead a sales team toward the achievement of objectives;
- Animate a point of sale; - Do the carry out bench marking to increase sales.

#### **Job Opportunities:**

- Facilitator of the sales;
- Attached to the customership;

- Sales representative;
- Responsible for the sales

Requirement: GCE A Level or its equivalence

Duration: 2 years

## 2. **Accounting**

The objective of this specialty is to provide students with the requisite knowledge and know-how to enable them translate according to accounting rules, all the marketing and financial transactions of the enterprise and to establish corresponding documents, analyze information at their disposal necessary for the preparation of decisions to be taken by management.

Skills Sought After ⓘ General skills:

- Understand the economic environment and enterprises;
- Master the use of the computer;
- Be apt in oral and written communication;
- Be capable of team leadership.

### **Specific Skills:**

- Realize the management of accounting, fiscal and social operations (keep accounting books, prepare financial statements, etc.);
- Analyze the profitability of the activities of the organization;
- Prepare budgets and follow up their execution;
- Centralize, organize and redress the accounts of the enterprise;
- Collaborate efficiently with hierarchy in the management of the enterprise;
- Control and plan production; - Master accounting software.

### **Outlets:**

- Accountant in enterprises;
- Account collaborator in a firm;
- Assistant accountant in large companies;
- Payroll manager;
- Accounting manager;
- Treasurer;
- Management controller; etc

Requirement: GCE A Level or its equivalence

Duration: 2 years

### **3. Insurance**

The objective of this specialty is to train professionals who may be called upon to perform activities of a commercial, technical and management nature relating to insurance; impart in them knowledge on subscription modalities and indemnification of companies for loss covered by insurance and social security protection through the integration of clients.

Skills Sought After General skills

- Have sales and negotiation skills;
- Master the legal framework of insurance;
- Be apt in oral and written communication;
- Understand the professional milieu;
- Be capable of team leadership.

## Specific Skills

- Identify and determine the economic and legal framework of the insurance sector;
- Use techniques peculiar to the different types of insurance;
- Advise clients and propose to them insurance contracts;
- Manage relations with clients; - Communicate in a professional, legal, fiscal and financial environment; - Contribute to obtaining the goodwill of clients and to the development of the portfolio of the company;
- Have knowledge in accounting and finance management as well as management control (more centered on tools for rapid control of the accounting methods);
- Know the tools necessary for optimizing quality and security of physical and information flows ;
- Provide for performing alternatives in case of disruption of the current flows;
- Be capable of using specific software, contribute in making a choice for the enterprise and facilitate their use.

Requirement: GCE A Level or its equivalence

Duration: 2 years

## 4. Banking and Finance

The objective of this specialty is to cover the deficit in number and quality, of human resources which credit establishments need to carry out their business. Besides, the training will provide enterprises, no matter their area of activity, with collaborators who will enable them seize the opportunities offered them by the financial system to evolve, expand and align their business to the world financial system.

Skills Sought After ? General skills

- Understand the professional and economic environment;

- Be apt in oral and written communication; Be skillful in sale and commercial negotiation;
- Master the legal framework of the activity and be apt in analyzing applicable taxation rules.
- Master the use of NIT applicable to banks; Be flexible Be able to work under pressure;

### **Specific Skills**

- Construct and develop a relationship of confidence with each customer, in line with the marketing policy of the enterprise;
- Develop quantitatively and qualitatively the goodwill of the business, notably by increasing the rate of goods and services offered to clients;
- Contribute personally to quality reception; Manage and develop quantitatively and qualitatively a professional customer portfolio within the framework of the marketing policy of the enterprise;
- Contribute to the development of the enterprise through his/her marketing strategies with professional customers;
- Develop a comprehensive approach to professional customers;
- The holder of the HND in Banking and Finance may also be entrusted with:
  - Open and manage accounts; Distribute products and services where payments are made through accounts; Promote and use information transmission technologies; Distribute banking and non-banking saving products and manage the finance of the enterprise; Distribute products linked to savings, notably those under collective management; Promote consumer credits awards, award of building construction loans to individuals, and preparing files; Promote modes of financing during exploitation and investment period of enterprises and prepare files; Promote insurance products offered by the bank; Follow-up and management of risks customers are exposed to; Carry out economic and financial analyses of the situation of customers, evaluating and follow-up of risks.

## **Outlets**

- Commercial banks;
- Credit establishments;
- Stock Exchange;
- Insurance companies;
- Central Bank;
- Bank commission;
- Ministries in charge of finance and economic and financial matters;
- Microfinance establishments;
- Savings banks and the service responsible for finance of the post office, etc.

Requirement: GCE A Level or its equivalence

Duration: 2 years

## **SCHOOL OF MANAGEMENT**

### **1. Logistics & Transport**

The objective of this specialty is to train experts in the organization and management of logistics and transport in the local, regional and international markets, taking into account the complementary modes of transport and sustainable development. They will in this exercise have to master foreign languages, communication and negotiation techniques, management techniques, and optimizing flow of goods, management of warehouses, and the exploitation of urban transport network.

## **Skills Sought After General skills**



- Have knowledge of the social and national, regional and international economic environment; Be rigorous in the organization of work, be proactive and creative; Have knowledge of foreign languages (English and French); Can negotiate sales and after sales agreements.

### **Specific Skills**

- Ensure the piloting of a logistics chain; Know a wide range of techniques linked to the use of the logistics chain (storage, handling, workflow, transport, etc);
- Facilitate and coordinate exchange between the internal stakeholders of the enterprise;
- Contribute to the rapid resolution of problems between suppliers and customers;
- Manage change and promote solutions necessary for the adhesion of partners;
- Have knowledge of marketing so as to identify the expectations of customers and strike a compromise between efficiency and quality in a context of competition;
- Conceive adaptable structures, permanently interacting with the multiple environmental components ;
- Practice methods which are flexible and rational, to materialize the action and permit the regulation of flows through the development of a logistics system and good information networks.

Requirement: GCE A Level or its equivalence

Duration: 2 years

## **2. Project Management & Planning**

The objective of this specialty is to train technicians capable of leading projects of enterprises in all sectors (industrial, service, commercial, technological and cultural), through the development of the enterprise and the acquisition of theoretical and practical knowledge in project management.

### **Skills Sought After General skills**

- Understand the professional and economic environment and enterprises;
- Master the use of the computer; Be apt in oral and written communication; Be capable of team leadership.

#### **Specific Skills**

- Innovate, create, and ameliorate a project, product or process:
- Identify local, national and international partners; Monitoring technological and competitive development; Coordinate a project:
  - Carry out feasibility studies;
  - Define the operational objectives of the project;
  - Identify the working tools; Prepare the technical file. Search and treatment of information.

Requirement: GCE A Level or its equivalence

Duration: 2 years

### **3. Information system Management**

The objective of this specialty is to train experts in the use of the computer by participating in the production and supply of services, through the realization or adoption of infrastructural solutions and ensuring the optimal functioning of equipment.

#### **Skills Sought After General skills**

- Update technical documentation;
- Coordinate the different stages of a project;
- Manage the circulation of information;
- Manage the working equipment.

#### **Specific Skills**

- Carry out study on the state of the art of the infrastructure;
- Take charge of the relationship with suppliers and information technology service providers;
- Measure and regulate the performance of infrastructure, equipment or computer services;
- Install, integrate, administer, and secure the equipment and computer services;
- Ensure the exploitation, supervision and maintenance of an infrastructure;
- Define and configure machines, servers and interconnection equipment, and ensure their deployment and maintenance for customers;
- Manage infrastructure assets;
- Search for responses adapted to the evolving infrastructural needs or to problems related to the provision of computer services;
- Resolve problems and assist users;
- Maintain the quality of computer services;

### **Outlets**

- Systems and network administrator;
- Support and deployment computer expert;
- Operating pilot;
- Infrastructure technician;
- Production technician;
- Network and micro technician;
- Systems and network technician;
- Telecommunication network technician.

Requirement: GCE A Level or its equivalence

Duration: 2 years

#### 4. NGO Setup & Management

The objective of this specialty is to produce technicians having good knowledge of analyses of the stakes of NGOs, the understanding and use of management techniques, the conception and follow-up of projects, and negotiation with partners.

##### **Skills Sought After General skills**

- Understand the professional and economic environment and enterprises;
- Master the use of the computer;
- Be apt in oral and written communication;
- Be capable of team leadership.

##### **Specific Skills**

- Lead a project for the creation of an NGO);
- Master the analyzing and evaluation tools of projects;
- Mount and manage NGO development projects;
- Participate in the preparation of NGO action plans (preparation of the rules, and orientation and harmonization of their orientation;
- Put in place the means necessary for the accomplishment of the administrative action (defining the mission, programmers and scheduling; management of subventions and financial assistance);
- Give an account of the conduct of the work to hierarchy;
- Update his knowledge and follow up the evolution of regulatory and legislative instruments in the domain. The holder of the HND should be able to: ? Identify the principal components of a project in the domain and the roles involved; ?

Evaluate the charges and arrange the scheduling of an NGO; ? Construct and follow up the budgetary plan of an NGO; ? Follow up and master NGOs.

Requirement: GCE A Level or its equivalence

Duration: 2 years

## **5. Human Resource Management.**

The objective of this specialty is to train specialists in the administrative follow-up of the personnel (contracts, absences, leaves, medical visits, declarations to labour organizations) and offering refreshment courses in line with the labour code; the regulation of work and the human resource policy of the enterprise.

### **Skills Sought After General skills**

- Understand the professional and economic environment and enterprises;
- Master the use of the computer;
- Administer individual salary files;
- Effect declarations dictated by law;
- Identify the needs for training of the personnel;
- Define the needs for training;
- Inform the personnel on the labour code and the peculiarities of the enterprise;
- Lead a work team.

### **Specific Skills**

- Control the pay vouchers of the personnel;
- Establish pay slips;
- Carry out the administrative follow-up of human resources operations;
- Carry out interview in view of employment;
- Follow up outsources services and contracts

Requirement: GCE A Level or its equivalence

Duration: 2 years

## **6. Quality Management**

The objective of this specialty is to train specialists who can ensure the control of flows and quality; and who shall have good knowledge to pilot the production of goods and services within the framework of improved performance in terms of costs, quality, and delay, to satisfy the demands of internal and external customers.

### **Skills Sought After General skills**

- Pilot a unit of production; Manage the flow of material and information; Manage work in shifts/team work; Supervise production and control products; Animate a quality system.

### **Specific Skills**

- Put in place appropriate methods and tools;
- Exploit resources implemented and the associated information systems;
- Check the compliance of results of associated processes;
- Measure the activity and its performance; Contribute to the continuous improvement of the activity and its performance;
- Evolve towards positions with greater responsibility;
- Implant and organize production resources and logistics;
- Put in place and cause to evolve information systems;
- Plan operations and induced resources;
- Schedule, launch and monitor operations;
- Use information systems dedicated to the production of goods and services;
- Participate in the putting in place of an approach to improve on flows;
- Use, within the framework of quality approach, statistical and methodology tools that will enable a mastery of processes and quality;

- Participate to put in place an approach to improve on quality capable of being attested by the issue of a certificate;
- Participate in the characterization and optimization of the parameters of an industrial process;
- Measure the magnitude of industrial processes when they are put in place or improved;
- Measure and control the conformity of manufactured products and processes with the specifications and norms;
- Follow up the updating of measuring and control techniques and norms which are responsible for development of metrology and control services.

Requirement: GCE A Level or equivalence

Duration: 2 years

## **7. Sport Management**

The objective of this specialty is to train technicians who will be able to understand the leisure market associated with sports and events, the regulations of the practice, the functioning of institutions and associations, collective or public, marketing and sports projects.

### **Skills Sought After General skills**

- Manage the circulation of information;
- Manage work equipment;
- Have the professional capacity of sports managers – autonomy, sense of initiative, rigorous and responsible);
- Have theoretical, practical and cultural knowledge of different physical and sport activities.

### **Specific Skills**

- Know the economic, legal and institutional environment in which the sports organizations evolve;
- Conceive and provide sports equipment for the different sporting disciplines;

- Mobilize appropriate instruments for the development and management of a sports organization;
- Manage and animate a sports structure adaptable to the local, regional or national environment and with the authorities of the area;
- Know the management tools applicable to the practice of public and private sports;
- Analyze constraints to sporting activities and indulge in sports projects by using appropriate management methods and techniques ;
- Manage infrastructure assets;

### **Outlets**

- Manage a sports association; Can be the administrative officer of a sports association;
- Organize a sports event;
- Manage a sports infrastructure; etc.

Requirement: GCE A Level or equivalence

Duration: 2 years

## **8. Local Government Management**

This specialty aims to train senior technicians responsible for the management of municipalities, divisions, regions and groupings using the innovative methods of management and finance such as: retrospective and prospective financial and fiscal analysis; intercommunal strategy and pooling of means; decentralized cooperation; choice of investments; financial communication; the consolidation of accounts and risks ; the management of debts and treasuries with juridico-financial stakes borrowings ; the automation of programs of engagement and financial regulation.

### **Expected skills General Skills**

- To be able to manage a team group;
- To master managerial and technical tools;



- To have an editorial understanding;
- To know how to communicate orally both in French and in English;
- To be able to work in a team and with autonomy.

### **Specific Skills**

- Collect, process, save all information of financial accounting nature of public administrations in general and of decentralized territorial collectivities in particular;
- Gather all the information required in the making of budgets of DTC as well as their periodic monitoring;
- Participate in the development of budgets of Territorial Communities and their controls;
- Mastering the financial consequences of investment and financing politics of territorial collectivities;
- Accompany a project in its legal aspects, human resources, evaluation, and ICT.

### **Option 1: Local Government Taxation**

The objective of the training The objective of this specialty is to train the student to understand and master taxation techniques applicable to local governments, so as to optimize the tax load and analyze the impact of decisions relating to tax management.

### **Expected skills General skills**

- Lead a team; Master managerial techniques;
- Have writing skills;
- Can speak English and French;
- Be capable of working in a team or independently.

### **Specific Skills**

- Participate in the preparation of the budget of a local government;

- Master the financial impact of investment policies and financing of local governments;
- Accompany a project in its legal, financial, “human resources”, “evaluation”, and “NIT” aspects;
- Take care of the public procurement policy of the local government within the framework of public procurement;
- Collect, treat and record all financial and accounting information of public administrations in general and local governments in particular;
- Gather all necessary aggregates in the preparation of budgets of local governments and follow them up periodically.

Requirement: GCE A Level or its equivalence

Duration: 2 years

### **Option 2: Local Government Administration**

The objective of this specialty is to train people who will be able to advise and assist local government officials on local politics and policies and how they should be implemented within the framework of the law.

#### **Expected skills General skills**

- Lead a team;
- Master managerial techniques;
- Have writing skills;
- Can speak English and French;
- Be capable of working in a team or independently.

#### **Specific Skills**

- Participate in the elaboration of the budget of a local government;
- Accompany a project in its legal, financial, “human resources”, “evaluation”, and “NIT” aspects;

- Take care of the public procurement policy of the local government within the framework of public procurement;
- Develop and optimize a policy by which local governments are covered by insurance;
- Participate in the recruitment of new staff, management of jobs and skills, and control of payroll;
- Understand the impact of NIT on the organizations and their partners; Initiate NIT in a local government;

Requirement: GCE A Level or its equivalence

Duration: 2 years

### **Option 3: Accounting and Finances**

This specialty aims to train senior technicians responsible for the management of municipalities, divisions, regions and groupings using the innovative methods of management and finance such as: retrospective and prospective financial and fiscal analysis; intercommunal strategy and pooling of means; decentralized cooperation; choice of investments; financial communication; the consolidation of accounts and risks ; the management of debts and treasuries with juridico-financial stakes borrowings ; the automation of programs of engagement and financial regulation. 2.

### **Expected skills General Skills**

- To be able to manage a team group;
- To master managerial and technical tools;
- To have an editorial understanding;
- To know how to communicate orally both in French and in English;
- To be able to work in a team and with autonomy.

### **Specific Skills**

- Collect, process, save all information of financial accounting nature of public administrations in general and of decentralized territorial collectivities in particular;
- Gather all the information required in the making of budgets of DTC as well as their periodic monitoring;
- Participate in the development of budgets of Territorial Communities and their controls;
- Mastering the financial consequences of investment and financing politics of territorial collectivities;
- Accompany a project in its legal aspects, human resources, evaluation, and ICT.

Requirement: GCE A Level or its equivalence

Duration: 2 years

## 9. Event Management

The objective of this specialty is to provide technicians with the skills necessary to undertake the material and logistics conception, preparation and organization of events (marriage, receptions, seminars, conferences, etc) for individuals, local communities, associations, public or private enterprises.

### **Skills Sought After General skills**

- Be physically and intellectually fit;
- Have good general knowledge and be very sensible to arts;
- Be creative, motivated, dynamic and innovative and capable of making good proposals;
- Be rigorous, have the capacity to manage production and organization at short notice, be autonomous and open to criticisms;

### **Specific Skills**

- Conceive events;
- Organize professional events;
- Develop a network of partners;
- Develop communication actions;
- Develop a customer portfolio and prospects;
- Organize and propose a catering service;
- Control the conformity of realization of suppliers, contractors, etc. to contract specifications.

### **Outlets**

- Event strategist;
- Multichannel communication strategist;
- Wedding planner;
- Organization of shows;
- Manager of events.

Requirement: GCE A Level or equivalence

Duration: 2 years

## **10. Statistics**

The objective of an HND in statistics is to train managers who will be literate in the use of computers to treat data. The holder of this certificate will be an actor recognized in the management and analysis of statistics in medium-size enterprises and large companies; in the administration or research centers. He will be a privileged collaborator of hierarchy in the process of decision-making.

### **Skills Sought After General skills**

- Can adapt to a field of study;
- Be leader in a project;
- Understand the structure, functioning and strategic issues of an organization;

- Understand the stakes in the treatment of information in organizations;
- Know the economic environment of his enterprise;
- Observe and analyze rigorously a given situation;
- Self-training; - Can adapt to an international environment;
- Can use office software.

### **Specific Skills**

- Should understand the determinants of purchase and sale in a competitive foreign market;
- Should know probabilities and statistics in mathematics;
- Can conceive, create, update and administer a data base;
- Can gather data, control the quality, organization and stockage, extraction and presentation of pertinent information, and analyze statistics and present the results.
- Monitor technology in his area of competence;
- Use specialized software for the statistical treatment of data;
- Respect the law when gathering, using and disseminating data and the results;
- Contribute in the conception of studies and investigations and to the realization of analysis of statistics; - Develop programmes / statistics analysis software / or reporting;
- Analyze needs and carry out audit.

Requirement: GCE A Level or its equivalence

Duration: 2 years

## **SCHOOL OF CIVIL ENGINEERING**

### **1. Civil Engineering Technology**

The Higher National Diploma Program in Civil Engineering Technology is aimed at producing technologists with a good mastery of engineering knowledge and skill in executing civil engineering works.

#### **Expected skills Generic Skills**

- Work independently, collaborate as a team;
- Analysis and synthesis of professional documents (French, English);
- Oral, written and corporate communication skills within and without (French, English);
- Participate /engage in the management of the project;
- Know and make use of professional networks and institutions of the real estate maintenance sectors;
- Maintain comprehensive records of work-in-progress for the parties concerned;
- Carry out engineering surveys;
- Carry out supervision and prepare progress reports on Civil Engineering works.

#### **Specific Skills**

- Design simple structural elements and prepare detailed drawings of such elements with minimum supervision;

- Carry out accurate interpretation of technical data related to Civil Engineering works;
  - Test, analyse and interpret the result of materials tested for Civil Engineering works;
  - Design simple transportation schemes and prepare working drawings for their construction;
  - Supervise civil engineering construction works;
  - Design simple water and waste water schemes and distribution networks;
  - Prepare Bill of Engineering Measurements and Evaluation (BEME) and specifications for Civil Engineering works;
  - Operate and maintain water works, waste water and solid waste installation and irrigation projects;
  - Carry out environmental engineering and pollution control studies.
3. Career opportunities
- Site manager;
  - Work leader;
  - Drafting designer of public works structures;
  - Price manager;
  - In charge of general affairs

Requirement: GCE A Level or its equivalence

Duration: 2 years

## **2. Building Science and Technology**

This specialty leads to the training of specialists in building, with good knowledge in all

the techniques of a new construction or rehabilitation, as well as in the process of realization of a piece of work. The student learns to manage a construction site in



guaranteeing the advancement, the quality and safety.

### **Expected skills General skills**

- Work independently, collaborate as a team;
- Analysis and synthesis of professional documents (French, English);
- Oral, written and corporate communication skills within and without (French, English);
- Participate /engage in the management of the project;
- Know and make use of professional networks and institutions of Building sectors.

### **Specific skills**

- Coordinate a construction site or a team of labor force in a construction site; -
- Elaborate the estimates/quotes;
- Draw setting out and architects plans, and interpret them
- Develop the briefings and prepare the records of work;
- Assist the engineer in the design office or at the construction site; - writing of reports on the construction site.

### **Career opportunities**

- Head of construction site;
- Foreman;
- Draftsman; - person in charge of prices;
- Person in charge of transactions.

Requirement: GCE A Level or equivalence

Duration: 2 years

### 3. Sanitary Installations and Plumbing

This specialty has as objective to train senior technicians operating in two specific areas: sanitation and the management of waterchain (capture, pipelines, storage, disinfection... construction of latrines).

#### Expected skills Generic skills

- Implementation of the various measurement devices, positioning of data entry and implantation.

#### Specific skills

- Design a draft project of the installation in establishing a quotation and participating in dialogue with the client;
- Study the specifications by performing the calculations of execution and choosing the material;
- Build the infrastructure and all Supply Systems: Techniques of drilling, digging of wells, tracing and establishment of networks of drinking water or irrigation;
- Create the drainage systems, install latrines and sewers;
- Carry out the testing of equipment installed and put them in a state of operation;
- Realize repair work (repair of taps, resolution of problems of leakage of water, replacement devices...) related to the normal wear and tear or

obsolescence of the facilities.

Career opportunities

- Designer in sanitary installation;
- Maintenance agent;
- Technician for commissioning;
- Design office technician;
- Plumber

Requirement: GCE A Level or its equivalence

Duration: 2 years

#### **4. Wood Works**

##### **Option 1. Carpentry**

Carpentry is a skilled trade in which the primary work performed is the cutting, shaping

and installation of building materials during the construction of building, ships, timber

bridges, concrete formwork...

##### **Expected skills General skills**

- Work independently, collaborate as a team;
- Analysis and synthesis of professional documents (French, English);
- Oral, written and corporate communication skills within and without (French, English);
- Participate /engage in the management of the project;
- Know and make use of professional networks and institutions of the carpentry

sectors.

### **Specific Skills**

- Read and interpret blueprints drawing and sketches to determine specifications and calculate requirement.
- Prepare layouts in conformity with building codes, using measuring tools
- Measure, cut shape assemble and join materials made of wood, wood substitutes, lightweight steel and other materials
- Build foundations, install floor beams, lay subflooring and erect walls and roof systems
- Fit and install trimming items, such as doors, stairs, molding and hardware.
- Maintain, repair and renovate residences and wooden structures in mills, mines, hospitals, industrial plants and other establishments
- Supervise apprentices and other construction workers
- Prepare cost estimates for clients.

### **Career opportunities**

- Building contractor
- Self- employed contractors
- Construction companies
- Residential / commercial
- Carpenter-joiner
- Carpenter housing maintenance
- Maintenance carpenter Metal framer; Roofer
- Preparatory carpenter;
- Construction technology; Using machine.

Requirement: GCE A Level or equivalence

Duration: 2 years

### **Option 2: Joinery and Cabinetmaking**

This specialty has as objective to train senior technicians capable of developing and

industrializing wood-based products and solving technical problems related to their

implementation. They exercise their occupation in the workshop or on site, as well as in

new construction and rehabilitation sites or both. They work the wood, its derivatives

and associated materials (aluminum, glass products, and plastics).

#### **Expected skills General skills**

- Work independently, collaborate as a team;
- Analysis and synthesis of professional documents (French, English);
- Oral, written and corporate communication skills within and without (French, English);
- Participate /engage in the management of the project;
- Know and make use of professional networks and institutions of the carpentry sectors.

#### **Specific skills**

- Resolve technical problems related to the implementation of the wood and its derivatives;
- Participate in the studies necessary for industrialization and ensure the

missions such as the management of production, organization and planning, the management and the improvement of quality, the valorization of human resources in production;

- Realize the joinery of building (stairs, closures, partitions, floor coverings, wall coverings...), the layout (stores, bathrooms...), the interior (furniture, cupboards...) and urban furniture (kiosks, playing grounds...).

Career opportunities

- Arranger of kitchens and bathrooms;
- Person in charge of sawmill;
- Person in charge of scheduling;
- Technician in the manufacture of furniture and joinery;
- Quality assistant

Requirement: GCE A Level or equivalence

Duration: 2 years

## **5. Planning**

This specialty leads to the training of professionals able to design and lead coherent

actions in the areas of habitat, equipment, public spaces and communal or inter municipal development, in consultation with the local communities in which is the council.

### **Expected skills General skills**

- Master the basic computer tools;
- To develop a professional attitude in the respect of the deontology and the ethics;
- Work as a team in a training environment and in a professional practice

environment;

- Understand how organizations work;
- Work in a multicultural environment;
- Create and manage a business;
- Use data collection and processing techniques;
- Implement research and job security actions;
- Develop a learning autonomy in order to continuously pursue personal and professional development throughout his career.

### **Specific skills**

- Mastering the parameters of studies and the conduct of the work of urban development in the design office and on site;
- Develop a high sense of foresight and synthesis;
- Control of the demographic evolution in view of the accuracy of the infrastructure and equipment in urban environment;
- Educate and train in the resolution of the problems of the degradation of the environment;- Exploit the data of a site and produce the technical documents with a view to the achievement of a development project;
- Control the feasibility of a project of urban development.

### **Career opportunities**

- Head of construction site;
- Works leader;
- Draftsman of public works structures;
- In charge of general business of public Works structures.

Requirement: GCE A Level or equivalence

Duration: 2 years

## **SCHOOL OF MECHANICAL ENGINEERING**

### **1. Metal Construction**

This specialty aims at training senior technicians for designing, performing, managing/

conducting and commercialisation of metal structures (bridges, towers, railways, airports, factories, locks, ports, silos, oils rigs, metal framework buildings).

#### **Expected Skills Generic skills**

- Work independently, collaborate as a team;
- Analysis and synthesis of professional documents (French, English);
- Oral, written and corporate communication skills within and without (French, English);
- Participate /engage in the management of the project;
- Know and make use of professional networks and institutions of metal construction sectors.

#### **Specific skills**

- Analyze the material means necessary to the achievement of the work;
- Streamline the Production and perform the quality control;
- Perform the calculation notes, design drawings in CAD/CAO and plans;
- Determine the estimated cost of a book and establish an estimate;

Career opportunities



- Work supervisor;
- Construction executive;
- Production manager in manufacturing facilities.

Requirement: GCE A Level or equivalence

Duration: 2 years

## **2. Mechanical Manufacturing**

This specialty aims and endowing skills has for the production of mechanical equipment, and for the engineering design of diverse mechanical components. It also allows for quality control.

### **Expected Skills Generic skills**

- Work independently, collaborate as a team;
- Analysis and synthesis of professional documents (French, English);
- Oral, written and corporate communication skills within and without (French, English);
- Participate /engage in the management of the project;
- Know and make use of professional networks and institutions of the mechanical construction and manufacturing sectors.

### **Specific skills**

- Conduct a complex manufacturing study;
- Mastering of ICT tools related to mechanical manufacturing;
- Manage a mechanical manufacturing analysis project;
- Computer programming for digital controlled mechanical manufacturing machines;

### **Career opportunities**

- Mechanical manufacturing Technician
- Designer;
- Metallurgical Technician;
- Steel metallurgist.

Requirement: GCE A Level or its equivalence

Duration: 2 years

### **3. Mechanical Construction**

This specialty aims at training technicians who will work in automobile, aviation, mechanical, electric, capital good, arms, pharmaceutical, biotechnology industries for the design of predominantly mechanical products (construction machines, engine parts, gear boxes, capital and consumption goods...)

#### **Expected Skills Generic skills**

- Work independently, collaborate as a team;
- Analysis and synthesis of professional documents (French, English);
- Oral, written and corporate communication skills within and without (French, English);
- Participate /engage in the management of the project;
- Know and make use of professional networks and institutions of the mechanical construction and manufacturing sectors.

#### **Specific skills**

- Carrying out maintenance operations;
- Organizing maintenance activities;
- Modeling of work pieces to be produced;

- Designing of prototypes, evaluation of associated cost, carrying out product control and testing before its launching on the production line;
- Knowledge of the various technical solutions enabling the creation of a product corresponding exactly to predefined needs
- Carrying out necessary calculations and mastering technical drawing using a computer (CAD).
- Conducting and supervising intervention groups.

### **Career opportunities**

- Authorized dealer(concession),
- Authorised Repairer (trademark agent)
- Integrated circuit designer;
- Technical catalog designer;
- Design office Technician for automobile, aviation industries.

Requirement: GCE A Level or its equivalence

Duration: 2 years

## **4. Boiler Making and Welding**

The boilermaking and welding aims at training senior technicians mastering the design, preparation, manufacture, control, the installation and maintenance industrial boilerwork: tanks of chemical industries, wagon, boilers of thermal power plant, shipbuilding, avionics, road infrastructure, railway.

### **Expected Skills Generic skills**

- Work independently, collaborate as a team;
- Analysis and synthesis of professional documents (French, English);

- Oral, written and corporate communication skills within and without (French, English);
- Participate /engage in the management of the project;
- Know and make use of professional networks and institutions of boilermaking sectors.

### **Specific skills**

- Designing and implementation of metal assembly plans;
- Mastery of metal assembly and welding techniques (welding, pointing, clip Rivet, glue,...);
- Mastery of metal cutting (plates, tubes, metal profile);
- Giving the desired shape to the element through bending, bowing, roll bending, planishing, cupping...
- Ensuring the maintenance of damaged facilities.

### **Career opportunities**

- Aeronautics Boilermaker
- Stainless steel boilermaker on;
- Technician;
- Industrial boilermaker technician;
- pipefitter.

Requirement: GCE A Level or equivalence

Duration: 2 years

## **SCHOOL OF ELECTRICAL AND ELECTRONIC ENGINEERING**

### **1. Electrical Power Systems**

Electric Power Technology is an instructor-led program sponsored by the Energy Providers Coalition for Education and developed for current and future electric utility workers. This program teaches students the components, design and operation of the electrical system and the equipment and safety procedures used when working with electricity. After completion of the core courses, students choose a specialization area to pursue such as line construction, metering, substation or system design. Classes begin every three to five weeks throughout the year.

#### **Expected Skills Generic skills**

- Work independently and in team collaboration;
- Analyze, synthesize professional documents (French, English);
- Orally and writing communication (French, English);
- Participate in (other) lead project management process;
- Know and exploit professional and institutional networks of electricity sectors.

#### **Specific skills**

- Explain all of these points in detail and provide you with the skills and knowledge necessary to calculate fault currents,

- Select relays and associated instrument transformers appropriate to each typical system or equipment. - You will also learn how to adjust the setting of the relays so that the relays closest to the fault will operate and clear the fault faster than the backup devices.

### **Career opportunities**

- Research and development industries,
- Engineering services firms,
- Manufacturing
- Maintenance technician installing electronic systems;
- Design office designer;
- Team leader in production unit;
- Engineer assistant (measurements, tests and controls);
- After Sales Service Manager;
- Industrial production companies;
- Maintenance company of aeronautic production sites, industry.

Requirement: GCE A Level or its equivalence

Duration: 2 years

## **2. Control, Instrumentation and Regulation (CIR)**

The objective of the training The specialty “CONTROL, INSTRUMENTATION AND REGULATION” aims to train specialists able to design, install, program, control, activate, optimize and maintain electrical installations.

### **Expected Skills Generic skills :**

- Work independently and in team collaboration;
- Analyze, synthesize professional documents (French, English);
- Orally and writing communication (French, English);

- Participate in (other) lead project management process;
- Know and exploit professional and institutional networks of electricity sectors.

### **Specific skills**

- Design, supervision of the installation;
- Programming and commissioning of all or part of industrial control and automatic regulation systems;
- Maintenance, evolution and optimization of all or part of industrial control and automatic regulation system;
- Research and validation of new technologies to optimize necessary measures for production;
- Feedback analysis: experimental data.

Requirement: GCE A Level or its equivalence

Duration: 2 years

## **3. Maintenance of Industrial System (MIS)**

Objective of the training This specialty aims to train senior technicians able to maintain and ensure good levels of productivity of increasingly complex machines involved in the process of industrial production. It therefore refers to the management of production processes which, in addition to the state-of-the-art technologies such as computer-aided design, industrial robotics and computer-aided manufacturing, requires new approaches to production-oriented training.

### **Expected Skills Generic skills**

- Work independently and in team collaboration;
- Analyze, synthesize professional documents (French, English);
- Orally and writing communication (French, English);
- Participate in (other) lead project management process;

- Know and exploit professional and institutional networks of electricity sectors.

### **Specific skills**

- Analyze equipment operation and carry out maintenance work;
- Organize and optimize maintenance activities;
- Design solutions for improvement and integration of equipment and adaptation for the installation of new components;
- Check and regularly monitor equipment (preventive maintenance);
- Have control of computer-assisted maintenance management (CMMS);
- Propose solutions to optimize the security and performance of equipment.

### **Career opportunities**

- Design office designer;
- Office Methods Supervisor;
- Engineering Assistant;
- Maintenance manager;
- Quality control and Technical sales agent.

Requirement: GCE A Level or its equivalence

Duration: 2 years

## **4. Electronics**

This specialty leads to the training of specialists in charge of the maintenance activities of production systems, energy and fluid systems and wind systems. They provide corrective and preventive maintenance, improve operational safety, manage failures and malfunctions and integrate levels.

### **Expected Skills Generic skills**

- Work independently and in team collaboration;
- Analyze, synthesize professional documents (French, English);



- Orally and writing communication (French, English);
- Participate in (other) lead project management process;
- Know and exploit professional and institutional networks of electricity sectors.

### **Specific skills**

- Analyze existing electronic systems; - Test and validate of electronic equipment or product;
- Maintain and install equipment or product in operation;
- Apply new technological solutions from the existing and new specifications;
- Detect faults, dysfunctions and establish the repair plan;
- Exchange electronic knowledge.

### **Career Opportunities**

- Technician of Maintenance and installation of electronic systems;
- Design office Manager;
- Team leader in production unit;
- Assistant Engineer (measurements, tests and controls);
- After Sales Service Manager.

Requirement: GCE A Level or its equivalence

Duration: 2 years

## **5. Electrotechnics**

This specialty aims to train specialists in the study, implementation, use and maintenance of electrical equipment and electrical network. Electrical equipment, and thereby electrical network, are more and more sophisticated because of the evolution of computer and electronic technologies. These can today involve processes of hydraulics, pneumatics, optics, etc. It aims to provide students with

technical knowledge and know-how that will enable them to take part in the design, construction and management of electro technical systems, mainly used in assembly lines or complex systems.

### **Expected Skills Generic skills**

- Work independently and in team collaboration;
- Analyze, synthesize professional documents (French, English);
- Orally and writing communication (French, English);
- Participate in (other) lead project management process;
- Know and exploit professional and institutional networks of electricity sectors.

### **Specific skills**

- Realize home and industrial electrical installation
- Operate power and current conversion;
- Understand and operate electronic modules for process control;
- Carry out maintenance and maintenance work on the processing and production lines
- Ensure home automation and fire safety - Lead and realize a project in electricity

### **Career opportunities**

- Technician in charge of study
- Construction technician in electrical installation
- Maintenance technician
- Electromechanical
- Test technician
- Head of after-sales services.

Requirement: GCE A Level or its equivalence

Duration: 2 years

## **SCHOOL OF COMPUTERS ENGINEERING**

### **1. Computer Engineering**

#### **Option 1: Software Engineering**

This specialty trains senior technicians who, with the help of their capability to study the needs of the society, can analyse (MERISE, UML), design and implement computer applications in various fields.

#### **Expected skills General skills**

- Self-employed, work together as a team;
- Analyse, synthesize a professional document (French, English);
- Oral and written business communication (French, English);
- Participate in /conduct an approach to the management of a project;
- Know and exploit professional and institutional networks in the computer sectors.

#### **Specific skills**

- Design and develop computer applications; - implement and ensure the maintenance of computer programs;
- Develop software or systems based on software by following professional standards adequately;
- Put in place and customize distributed applications;

- Diagnose the main faults affecting the computer system and replace defective parts; plan, monitor and control a computer project.

### **Career opportunities**

After HND, a student can further His/Her studies in any of these lucrative fields:

- Head of IT project;
- Cyber Security expert;
- Machine Learning Engineer;
- Python Developer
- Java Developer
- Cloud Developer
- Software Consultant;
- Developer of applications;
- System Administrator.

Requirement: GCE A Level or equivalence

Duration: 2 years

### **Option 2. Computer Science and Networks**

The Computer science and networks programme is designed to produce computer personnel capable of applying the use of computer in most areas of data analysis.

### **Outlets**

Technician in design office; Application developer; System and network integrator; Computer Systems installer; Computer park manager; Hot liner; Computer system administrator; Local network administrator;

Requirement: GCE A Level or equivalence

Duration: 2 years

### **Option 3: Data Based Management**

This specialty trains senior technicians who, with the help of their capability to study the needs of the society, can analyse (MERISE, UML), design and implement database of all types.

### **Outlets**

Head of IT project; Software Consultant; Developer of applications; System Administrator.

Requirement: GCE A Level or its equivalence

Duration: 2 years

## **2. Computer Maintenance**

Objective of the training this specialty trains senior technicians capable of maintaining and repairing computer equipment. They can also install new equipment or provide training for users.

### **Expected skills General skills**

- Work independently, collaborate in a team;
- Analyze, synthesize a professional document (French, English);
- Communicate orally, in writing, in company or outside (French, English);
- Participate in / lead a project management process;
- Know and exploit the professional and institutional networks of the IT sectors.

### **Specific skills**

- Diagnose remotely a computer hardware or software malfunction;
- Identify the resources needed to resolve the malfunction and refer the call if necessary (on-site maintenance, specialized technician ...);
- Guiding the user to resolve the malfunction or take control at a distance;

- Identify the phases of intervention from the information of the help desk diagnosis, the hot line, the manufacturer's files;
- Change or repair a defective item or assembly;
- Configure the workstation as needed by the user and perform functional tests;
- Perform cleaning and adjustment operations on materials and equipment.

### **Career opportunities**

- IT Project Manager;
- IT Developer;
- Automatic distribution maintenance technician.
- Computer Hardware Engineer
- Computer Operator
- Computer and Information Research Scientist
- Network Architects.

Requirement: GCE A Level or its equivalence

Duration: 2 years

### **3. Hardware Maintenance**

This specialty trains senior technicians capable of maintaining and repairing computer equipment. They can also install new equipment or provide training for users.

#### **Expected skills General skills**

- Work independently, collaborate in a team;
- Analyze, synthesize a professional document (French, English);
- Communicate orally, in writing, in company or outside (French, English);
- Participate in / lead a project management process;

- Know and exploit the professional and institutional networks of the IT sectors. ?

### **Specific skills**

- Diagnose remotely a computer hardware or software malfunction; Identify the resources needed to resolve the malfunction and refer the call if necessary (on-site maintenance, specialized technician ...);
- Guiding the user to resolve the malfunction or take control at a distance;
- Identify the phases of intervention from the information of the help desk diagnosis, the hot line, the manufacturer's files;
- Change or repair a defective item or assembly;
- Configure the workstation as needed by the user and perform functional tests;
- Perform cleaning and adjustment operations on materials and equipment.

### **Career opportunities**

- IT Project Manager;
- IT Developer;
- Automatic distribution maintenance technician.
- Computer Hardware Engineer
- Computer Operator
- Computer and Information Research Scientist
- Network Architects.

Requirement: GCE A Level or equivalence

Duration: 2 years

## **4. E-Commerce and Digital Marketing**

HND in E-Commerce and Digital Marketing places the holder at the forefront in transforming the business model of most businesses in Cameroon to have an Internet Outlet. Studies reveals that many offline businesses are seeking for an

Internet presence to promote their brands. This shows the demand for E-commerce marketers and Brand Promoters will rise and continue rise in the next coming years.

E-commerce experts ensure that the content of an e-business website is up-to-date, attractive, easy to navigate. They use different methods to pull traffic to a website.

These professionals provide all essential IT support for managing and developing online stores and implementing new online strategies to promotes sales.

E-Commerce jobs may have the following job descriptions and titles.

### **Career Opportunities**

E-Commerce Manager

Internet Sales Associate

Online Merchante

Business Analysts

E-Commerce Project Manager

Requirement: GCE A Level or its equivalence

Duration: 2 years

## **6. Computer Graphics and Web Design**

The HND Computer Graphic and Web Design is a meticulously crafted program designed to equip students with an extensive skill set in both visual communication and technical web development. This two-year program strikes a perfect balance between creativity and technology, ensuring that graduates are not only well-versed in the artistic aspects of design but also in the practical and technical aspects of web development.

Students embark on a journey that begins with the foundational principles of graphic design and web technologies. The curriculum covers a broad spectrum of topics, including HTML, CSS, JavaScript, PHP, and database management, alongside industry-standard tools such as Adobe Illustrator, Photoshop, and After



Effects. This comprehensive approach ensures that students are capable of creating visually appealing and user-friendly websites and applications.

Throughout the program, students will engage in hands-on projects and practical assignments that simulate real-world scenarios. This practical approach allows students to apply their knowledge and hone their skills in a controlled environment, preparing them for the challenges of the professional world. The inclusion of courses on sound recording, video editing, and multimedia production further broadens their expertise, making them versatile professionals who can handle various aspects of digital media production.

Requirement: GCE A Level or its equivalence

Duration: 2 years

## **7. Industrial Computing and Automation**

This specialty trains senior technicians who, with the help of a project head, can analyse, design and implement a whole or part of an automated system which ensures supervision of an industrial plant.

### **Expected skills General skills**

- Self-employed, work together as a team;
- Analyse or design specifications for a system
- Develop or choose technical solutions (hardware and software) and the products by integrating reliability and quality aspects
- Supervise average projects
- Install, develop, maintain and troubleshoot equipment
- Lead a project group
- Present his/her enterprise to clients

### **Specific skills**

- Participate in developing computer software which will be used in driving machines, controlling robots in the production chain;

- Optimize the functioning of a production chain
- Ensures that all the elements in the production chain communicate with one another and operates well.
- Collaborate directly with the project head and engineers
- Participate in analysing end users' needs and the development of software
- Develop and exploit applications and computer systems, connected in a network or not, which are production procedures for goods from equipment and technical service.
- Choose hardware and programming languages
- Control computer aided production and ensure dialogue between the designer and the operating parts
- Master the equipment.

### **Career opportunities**

- Work in production chain industries
- Enterprises which are specialised in installing and maintaining automatic equipment.
- Servicing companies and Computer Engineering.

Requirement: GCE A Level or equivalence

Duration: 2 years

## **SCHOOL OF NETWORKS AND TELECOMMUNICATION**

### **1. Telecommunication**

This specialty trains senior technicians to ensure the implementation, administration and maintenance of any network or telecommunications equipment. Their skills in the different technologies of information transmission as well as the in-depth knowledge of the protocols of the different communication networks allow them to design in a team of network architectures or complete telecommunication installations and to optimize them.

## **Outlets**

Senior Technician in Service Companies and Network Equipment Manufacturers; telecom operators and internal access providers; Telephony installers; Computer Services and Engineering Companies (SSII). etc.

Required level:

GCE A / L, Baccalaureate, or any equivalent diploma

Duration

02 years

## **2. Network and Security**

This specialty trains senior technicians capable to:

- Identify the key issues for the realization of the LAN/WAN/MAN network architectures and the hybridized existing form in the business environment and enterprise.
- Link different network performance concepts and traffic issues for Quality of Service (QoS) in broadband communication as well as the network economics of the enterprise.
- Motivate the need for network security practices in organizational units.

- Build foundations to assess contemporary security policies and security mechanisms within organizations and illustrate the balance of the managerial and technical aspects of network security.

### **Job Opportunities:**

- Servicing companies and manufacturing networks equipment;
- Telecommunication operators and Internet service providers;
- Controller of the information system of an enterprise;
- Telephone installers;
- Servicing companies and Computer Engineering.

Requirement: GCE A Level or equivalence

Duration: 2 years

## **SCHOOL OF WATER ENGINEERING AND MANAGEMENT**

### **1. Hydrology and Water Resources Management**

The main objective of hydrological education is to develop competence for the measuring, handling and analysis of hydrological data, as well as proficiency in the application of such information for the planning and design of water resources projects.

#### **Skills sought after Generic Skills**

- Master the basic computer tools;
- To develop a professional attitude in the respect of the deontology and the ethics; Work as a team in a training environment and in a professional practice environment;
- Understand how organizations work; Work in a multicultural environment;
- Create and manage a business; Use data collection and processing techniques;
- Implement research and job security actions;

- Develop a learning autonomy in order to continuously pursue personal and professional development throughout his career.

### **Specific Skills**

- Improve the sustainable management of human impacts on water resources;
- Design simulation models for various phases of the water cycle;
- Contribute to the development of integrated solutions for reducing the impact of water related Natural hazards and other water issues;
- Acquire broad and in-depth knowledge of water-related scientific and engineering fundamentals;
- Transform their theoretical knowledge into quantitative approaches for the balancing of systems and to solve them analytically and numerically;
- Describe relevant circumstances in the environment, and represent specialized solutions to both experts;
- Acquire the ability to apply methods on their own in specific contexts;
- Have sound knowledge of the analysis of time- and space- related data, the design of experiments;
- Familiarise with the standard methods of data gathering and analysis and of hydrological design;
- Understand of the whole cycle and any one phase or part of the hydrological cycle.

### **Career opportunities**

- Hydrologist-Responsible position in planning offices and engineering companies, industrial enterprises, public authorities; International development cooperation;

Required level:

GCE A / L, Baccalaureate, or any equivalent diploma

Duration

02 years

## **2. Hydraulic Engineering and Water Infrastructure**

This specialty aims to train senior technicians capable of working in the field of treatment, transport, distribution, and sanitation and water purification. They ensure the proper functioning of water treatment plants and ensure the capture, treatment and distribution of water intended for consumption or industrial use.

### **Expected skills Generic skill**

- Master the basic computer tools;
- To develop a professional attitude in the respect of the deontology and the ethics;
- Work as a team in a training environment and in a professional practice environment;
- Understand how organizations work; Work in a multicultural environment; Create and manage a business; Use data collection and processing techniques;
- Implement research and job security actions; Develop a learning autonomy in order to continuously pursue personal and professional development throughout his career.

### **Specific skill**

- Technical management of the structures (control and operation of network operating installations, maintenance);
- Information management; Study and technical supervision; Quality assurance; Responsible for a business unit in a large company.

### **Career opportunities**

- Decentralized territorial units Water distribution companies;
- Consultancies and research teams;

- Suppliers of materials, specialized agencies and administrative units.

Required level:

GCE A / L, Baccalaureate, or any equivalent diploma

Duration

02 years

### **3. Waste Water Management**

To produce competent professionals with key skills adequate to solve practical problems relating to wastewater management, To enhance students' knowledge and practical skills with respect to Wastewater Management technology (WWM). To increase knowledge through conduct of basic, and adaptive research.

#### **Skills sought after Generic Skills**

- Master basic computer tools;
- To develop a professional attitude in the respect of the deontology and the ethics;
- Work as a team in a training environment and in a professional practice environment;
- Understand how organizations work; Work in a multicultural environment; Create and manage a business;
- Use data collection and processing techniques; Implement research and job security actions;
- Develop a learning autonomy in order to continuously pursue personal and professional development throughout his career.

#### **Specific Skills**

- Adequate to solve practical problems relating to waste and water management, Knowledge and practical skills with respect to Waste and Water Management technology (WWM);
- Acquire techniques on the treatment of waste by incineration and the thermal treatment;
- Analyze land filling system as a waste treatment method to the students;
- Diagnose and identify practical bottleneck;
- Potential processing and storage contaminants;

#### Career opportunities

After the training, graduates can aspire for the following responsibilities and job opportunities in both the Public and Private Sector businesses, and Not-for-Profit organizations:

- Waste management officers (engineers and technicians): Waste Water management technicians and engineers.

Required level:

GCE A / L, Baccalaureate, or any equivalent diploma

Duration

02 years

### **SCHOOL OF HEALTH AND BIOMEDICAL SCIENCES**

#### **1. Nursing**

The Higher National Diploma or HND is a national higher education diploma is normally prepared in two years after the baccalaureate. This training aims to put on the market in the employment of professionals able to analyze a situation of health, to make decisions within the limits of their competence and to conduct interventions alone or in a multidisciplinary team.

#### **Career Opportunities**

Public Service; Private hospitals and clinics; NGO (Non-Governmental Organizations); Self-employment; The agri-food sector.



Required level:

GCE A / L, Baccalaureate, or any equivalent diploma

Duration

03 years

## **2. Midwifery**

The Higher National Diploma (HND) in Midwifery is an 18 months program. This midwifery education program seeks to provide opportunities for the student to develop knowledge, skills, and attitudes required to give the necessary supervision, care and advice to women during pregnancy, labour and the post-partum period, to conduct deliveries on her/his own responsibility and to care for the newborn and the infant.

The care includes particular preventive measures, the detection of abnormal conditions in mothers and children, the procurement of medical assistance and the execution of emergency measures in the absence of superior medical help. Emphasis is also placed on important tasks in health counselling and education, not only for the client/patient, but also for families and communities.

The work involves antenatal education and preparation on parenthood, and extends to certain areas of reproductive health namely, gynaecology, obstetrics, family planning, childcare, community health, management and research.

Required level:

GCE A / L, Baccalaureate, or any equivalent diploma

Duration

02 years

## **3. Nutrition and Dietetics**

This specialty aims to train nutrition professionals who can apply nutrition science to the nutrition and education of individuals and groups, whether they are healthy or ill.

### **Career Opportunities**

Hospitals; Educational establishment; Sports Center; Food industry; House of cure or retirement; Nutritionist or dietetician (counsellor); Food or restaurant manager; Food and health reporter; Editor, advertising or marketing specialist; Catering manager; Teacher

Required level:

GCE A / L ,Baccalaureate, or any equivalent diploma

Duration: 03 years

### **4. Health Care Management**

This training aims to put on the job market professionals able to analyze a health situation, to make decisions within the limits of their competence and to carry out interventions alone or multidisciplinary team.

### **Outlets**

The possibility of working in hospitals and public and private clinics; NGOs (Non Governmental Organizations); Agribusiness ; Occupational Medicine ; Research and training; Self-employment.

Required level:

GCE A / L ,Baccalaureat, or any equivalent diploma

Duration

3 years

## **SCHOOL OF AGRICULTURAL FOOD SCIENCES**

### **1. Animal Production Technology**

Training students in animal production technology aim to determine and define the breeds, strains and classes of various animals and their breeding management, they can also develop a good understanding of the health management of conventional and non –conventional animals in a professional, labour saving and cost effective selling.

### **Skills sought after General Skills**

- Mastery of basic ICT tools;
- Develop professional attitude in respect of deontology and ethics;
- Work as a team in training environment and in a practical environment;
- Understand the functioning of organizations;
- Work in a multicultural environment;
- Use data collection and processing techniques ;
- Implement research and job security actions;
- Creating and managing a business;
- Progressively developing an independent learning ability in order to be able to pursue one's personal and professional development throughout one's career.

### **Specific Skills**

- Cultivation and or advice in breeding, management of the animals and its products; - Analysis and consulting in the management of animal production
- Management and scheduling of the means of production;
- Mobilize basic knowledge in agronomy and zootechnics.
- Conduct of business or farming systems on territories and within socio professional sector.
- Understand animal needs;
- Understand basic animal reproduction;
- Understand strengths and weaknesses of animal production;

- Understand bio–security threats in the agriculture industry;
- Identify causes of animal illnesses/diseases and parasites (especially Zoonosis).

### **Career opportunities**

- Ministries related to animals and products;
- Animal production farms;
- Agro-industries (feed, processing, machinery);
- Self- employed in production and/ or processing.

Required level:

GCE A / L, Baccalaureate, or any equivalent diploma

Duration

02 years

## **2. Crop Production Technology**

Training students in crop production technology would be adequate prepared to take or make sound technical decisions, regarding the most suitable location for successful establishment and profitable production of the major crops.

### **Skills sought after General Skills**

- Maintain basic computer tools;
- Create and manage a business;
- Develop a learning autonomy;
- Understand how organizations work.

### **Specific Skills**

- Understand principles of food and ornamental crop growth management

- Analyse and advice on the management of plant production;
- Manage and schedule the means of production;
- Conduct of business or production operating systems in territories and socio-professional sectors;
- Understand the production, technology and management of each of the main fruits crops of Cameroon;
- Establish ornamental farms
- Apply horticultural techniques to improve yield;
- Plan and execute ornamental gardens, parks, landscape gardens;
- Develop crop multiplication skills;
- Understand climate-crop Interactions;
- Appreciate the farm supply of grains;
- Able to establishment vegetable farms;
- Able to establishment ornamental farms.

### **Career opportunities**

- Operations manager or culture within a company;
- Agricultural adviser (agricultural chamber, technical institute);
- Responsible for a supply unit (cooperative, chamber of agriculture);
- Technician breeder or experimenter in a research institute or a firm seed;
- Technician of seed multiplication;
- Technico commercial in the distribution of agricultural products;
- Commercial delegate of service in a company;
- Settle on his own.

Requirement: GCE A Level or equivalence

Duration: 2 years

### **3. Agro-Pastoral Entrepreneurship**

This specialty trains Agropastoral Entrepreneurs whose main missions are: personnel management and work organization, conduct of sustainable crop and livestock production systems and enterprise management.

#### **Skills sought after General skills**

- Work as a team in a training and in a professional practice environment
- Understand the functioning of organizations
- Work in a multicultural environment
- Create and manage a business
- Use data collection and processing techniques
- Implement job search and securing actions
- Develop a learning autonomy in order to continuously pursue personal and professional development throughout his career
- Use in professional setting knowledge and techniques related to communication and treatment of information

#### **Specific skills**

- Locate an operating system in its natural environment
- Develop the exploitation strategy in a perspective of sustainability
- Run a production system in a perspective of sustainability
- Realize the technico-economic and financial management of an agropastoral enterprise
- Manage the work on an agropastoral enterprise in compliance with the regulations
- Reasoning the marketing of agropastoral enterprise products in order to maximize income

- Ensure the conservation and conditioning of harvested products in order to limit losses
- Ensure the processing of the products of an agropastoral enterprise
- Support the creation and management initiatives of agropastoral enterprises
- Mobilize basic knowledge in agronomy and zootechnic
- Locate a agropastoral enterprise within its social and economic environment.

### **Career opportunities**

- Promoter / owner of a family farm enterprise
- Manager/employee of agropastoral SMEs - Non-Governmental Organizations (NGOs) and Programs - Audit-consulting of agropastoral enterprises
- Civil service (MINADER, MINEPIA, MINPMEESA, MINFOF, etc.)

Required level:

GCE A / L, Baccalaureate, or any equivalent diploma

Duration

02 years

## **5. Food Technology**

Training students in food technology is done to help provide skilled labor capable of practically reducing both animal and plant foods at post production and prevent spoilage, to provide skilled labor to preserve and transform (add value) foods at all levels.

Skills sought after General skills

- Mastery of basic ICT tools;
- Develop professional attitude in respect of deontology and ethics;
- Work as a team in training environment and in a practical environment;
- Understand the functioning of organizations;
- Work in a multicultural environment;

- Use data collection and processing techniques;
- Implement research and job security actions;
- Creating and managing a business;
- Progressively developing an independent learning ability in order to be able to pursue one's personal and professional development throughout one's career.

### **Specific skills**

- Post-harvest and production management of plant and animal foods
- Transformation of foods into other products
- Proper skills in hygiene practice during production (5GMP)
  - Processing and transformation of cassava, cocoyam, yam sweet potatoes, etc, into flour chips and drinks.
- Transformation and preservation of different food types for long term preservation order to improve shelf life
- Operate some machines involve in milling, blending, grinding, pounding, mixing, cutting chopping as well as well as baking of foods

### **Career opportunities**

- Assist in some processing industries, firms, brewery industries, sugar producing industries etc
- Technicians in bakery firms in Cameroon
- Food technologist - Product development specialist Food safety inspector/auditor
- Food service officer
- Laboratory technician
- Public health sector.

Required level:

GCE A / L, Baccalaureate, or any equivalent diploma



Duration

02 years

## **SCHOOL OF ENVIRONMENTAL SCIENCES**

### **1. Nature Management and Protection**

Training students in Nature Management and Protection serve to appreciate available resources, the finiteness of resources, and the moral and legal responsibility to protect resources.

Skills sought after General Skills

- Master the basic computer tools;
- To develop a professional attitude in the respect of the deontology and the ethics;
- Work as a team in a training environment and in a professional practice environment;
- Understand how organizations work; Work in a multicultural environment;
- Create and manage a business;
- Use data collection and processing techniques;
- Implement research and job security actions;
- Develop a learning autonomy in order to continuously pursue personal and professional development throughout his career.

Knowledge in: biology, geography, geology.

-Definition of environmental management Impact of man on the environment  
Climate change issues Pollution and the waste problem Land laws and management.

### **Specific Skills**

- Improve on environmental stability;
- Manage forests, environment, and wildlife; Ensures that the consumption of resources and their associated impacts do not exceed the carrying capacity of the environment; Conserve living organisms in the environment; Able to manage ecosystems;
- Develop skills to resolve conflicts that arise from the exploitation of these resources;
- Integrate management of these resources with overexploitation issues;
- Protect reserves and Game Parks; Ensure a sustainable usage and management of these natural resources and environmental protection;
- Conserve living organisms in the environment; Conserve life in its natural as well as out of its natural environment; Able to manage ecosystems;
- Manage non-timber forest products objective;
- Protection of natural resources.

### **Career opportunities**

- State ministries related to the environment;
- Botanical gardens;
- Tour guides, and conservationist jobs. Environmentalist and Nature Protection; Personal initiative as cooperative or NGO's promoting sustainable natural resource use.

Required level:

GCE A / L, Baccalaureate, or any equivalent diploma

Duration

02 years

## **2. Risk Management**

Training in risk management serves to collect data, establish early warning to adverse weather condition, and Preempt unfavorable conditions and handle adverse situations when they do arrive. Types of risks (social, agricultural, business conflicts, wars), Dimensions of risk, Risk management planning.

### **Skills sought after General Skills**

- Master the basic computer tools;
- To develop a professional attitude in the respect of the deontology and the ethics;
- Work as a team in a training environment and in a professional practice environment;
- Understand how organizations work;
- Work in a multicultural environment;
- Create and manage a business;
- Use data collection and processing techniques;
- Implement research and job security actions;
- Develop a learning autonomy in order to continuously pursue personal and professional development throughout his career.

### **Specific Skills**

- Analyze environmental and human causes that are likely to lead to harm/losses; Examine adverse conditions locally, nationally and internationally;
- Develop strategies to handle disasters; Identify climate change trait impact on environment with emphasis on agriculture;

- Acquire skills to prevent and manage risks in small economic enterprises; Develop expertise to handle different risks associated with agricultural production;
- Enhance the skills to respect, protect and promote peace and human rights;
- Develop and codify in students' strategies to manage social risks.

### **Career opportunities**

- Insurance companies Services that need to be ensured Responsible in risk and regulatory change in banking.

Required level:

GCE A / L, Baccalaureate, or any equivalent diploma

Duration

02 years

### **3. Solid Waste Management**

The objectives of this specialty is to develop an intensive training program to standardise the professionals outcomes of waste operators, to provide a basis for operators training, evaluation of waste operator.

### **Skills sought after Generic Skills**

- Master the basic computer tools;
- Develop a professional attitude in the respect of deontology and ethics;
- Work as a team in a training environment and in a professional practice environment;
- Understand how organizations work;
- Work in a multicultural environment; Create and manage a business;
- Use data collection and processing techniques;
- Implement research and job security actions;
- Develop a learning autonomy in order to continuously pursue personal and professional development throughout his career.

## **Specific Skills**

- Develop different composting techniques, organisms for composting and the different types of composting systems; Develop skills in personnel development;
- Acquire techniques on the treatment of waste by incineration and thermal treatment;
- Analyze land filling system as a waste treatment method to the students;
- Diagnose and identify practical bottlenecks; Potential processing and storage contaminants; 3. Career opportunities
- Agriculture, Water and population management Ministries, Water management boards Hydro-electricity systems, Agro-industries Self- employment in water plumbing.

Required level:

GCE A / L, Baccalaureate, or any equivalent diploma

Duration

02 years

## **4. Environmental Impact Assessment**

To produce competent professionals with key skills adequate to solve practical problems relating to environmental impacts of development activities, To enhance students' knowledge and practical skills in the techniques of assessing environmental impacts of development projects. To increase knowledge through conduct of basic and adaptive research.

## **Skills sought after General Skills**

- Master the basic computer tools;
- To develop a professional attitude in the respect of the deontology and the ethics;
- Work as a team in a training environment and in a professional practice environment;
- Understand how organizations work; Work in a multicultural environment;

- Create and manage a business; Use data collection and processing techniques;
- Implement research and job security actions; Develop a learning autonomy in order to continuously pursue personal and professional development throughout his career. Knowledge in :
  - - Basic Physics, Chemistry, mathematics, mechanics, electricity, Computer Science processes, environment laws and legislation

### **Specific Skills**

- Develop a vision and passion for the techniques of assessing environmental impacts of development projects. –
- Solve practical problems relating to environmental impacts of development activities, Knowledge and practical skills in the techniques of assessing environmental impacts of development projects.

### **Career opportunities**

Graduates can aspire for the following responsibilities and job opportunities in both the Public and Private Sector businesses, and Not-for-Profit organizations:

- EIA experts (engineers and technicians): EIA practitioner's Environmental managers.

Required level:

GCE A / L, Baccalaureate, or any equivalent diploma

Duration

02 years

## **5. Forest Engineering**

- To produce competent professionals with key skills adequate to solve practical problems relating to forestry in both the Public and Private Sector businesses and Not-for-Profit organizations, To enhance students' knowledge and practical skills

in sustainable forest exploitation and conservation techniques To increase knowledge through conduct of basic, and adaptive research.

### **Skills sought after General Skills**

- Master the basic computer tools;
- To develop a professional attitude in the respect of the deontology and the ethics;
- Work as a team in a training environment and in a professional practice environment;
- Understand how organizations work;
- Work in a multicultural environment; Create and manage a business;
- Use data collection and processing techniques; Implement research and job security actions;
- Develop a learning autonomy in order to continuously pursue personal and professional development throughout his career. Knowledge in: - Basic Physics, Chemistry, mathematics, mechanics, electricity, Industry, Computer Science processes, environment laws and legislation

### **Specific Skills**

- Develop a vision and passion to solve practical problems relating to forestry in both the Public and Private Sector Knowledge and practical skills in sustainable forest exploitation and conservation techniques

### **Career opportunities**

Graduates can aspire for the following responsibilities and job opportunities in both the Public and Private Sector businesses, and Not-for-Profit organizations:

- EIA experts (engineers and technicians): EIA practitioners Environmental managers.

Required level:

GCE A / L, Baccalaureate, or any equivalent diploma

Duration

02 years

## **SCHOOL OF HOME ECONOMICS AND SOCIAL WORK**

### **1. Bakery and Food Processing**

Bakery and food processing is the basis of the flourishing food and service industry world-wide. Both small and large scale Food Processing Enterprises are currently the lead provider of employment worldwide. They will be trained for food product and process design, testing and quality control, consumers' surveys, and environmental protection which is needed by the Food Processing industry.

#### **Skills Sought After General Skills**

- The ability to keep abreast of the developments in the specific field of practice.
- The ability to effectively communicate orally and in writing using both English and french
- The ability to work effectively and independently in multi-disciplinary and multi-cultural teams
- A recognition of professional, social, and ethical responsibility
- An appreciation of the Cameroon historical and cultural heritage



### **Specific Skills**

- To understand various procedures in food processing
- To acquaint students with varied unit operations employed in food transformation,
- Acquire skills in cleaning and disinfection in the food industry
- Solve problems which might occur during the planning, organization and implementation of a food production process
- Propose creative and innovative initiatives and solutions for customized food service

### **Outlets**

Graduates from the Bakery and food processing shall be individuals with analytical

and practical skills capable of gaining employment in the Food industry, Food product

development, food processing, food quality control, Production and Analytical structures, Community/ International food organizations and Academia, Research Institutions or capable of setting and managing their own food related enterprises. The

Department shall also generate new knowledge through Research, Consultancy and New product Development.

Required level:

GCE A / L, Baccalaureate, or any equivalent diploma

Duration

02 years

## **2. Social Work**

The aim of the social work program is to qualify the student to carry out social

counselling and social work. The student must, independently and across professions

and sectors, be able to contribute to prevention and solution of social problems as

well as plan, coordinate, implement, evaluate and develop social measures at an individual level, at group level and in relation to organizations and society as a whole.

The graduate must be able to practice social work within the public sector, including

the employment area and the social measures area, as well as in the private and voluntary sectors.

### **Expected skills General Skills**

- The ability to keep abreast of the developments in the specific field of practice;
- The ability to effectively communicate orally and in writing using both English and French;
- The ability to work effectively and independently in multi-disciplinary and multi-cultural teams;
- A recognition of professional, social, and ethical responsibility;
- An appreciation of the Cameroon historical and cultural heritage.

### **Specific Skills**

- Demonstrate knowledge, skills, and attitudes in engaging in a generalist helping process and planned change process for therapeutic, protective, preventive, and transformative purposes;
- Analyze critically the origin, development, and purposes of social work in Cameroon;

- Critique the impacts of global and national socio-structural inadequacies, discrimination, and oppression on quality of life;
- Apply knowledge of human behavior and social environment with emphasis on the person-in-situation dynamic for social work assessment and intervention;
- Critique social welfare policies, programs, and services of the locality, country and /or region in terms of relevance, responsiveness, accessibility and availability to target populations;
- Engage in advocacy work to promote socio-economic and cultural rights and well-being;
- Generate resources for networking and partnership development.
- Identify with the social work profession and conduct one self in accordance with social work values and ethical principles;
- Engage in social work practices that promote diversity and difference in client systems;
- Use supervision to develop critical self-reflective practice for personal and professional growth;
- Produce a portfolio of recordings, case studies and other social work documentation to reflect the quality and progress of practice.

### **Career opportunities**

- Case Worker;
- Case Manager;
- Group worker;
- Community organizing;

- Social administration;
- Policy/legislative advocacy;
- Social welfare planning;
- Social welfare agency management;
- Counselor: Adolescent, Geriatric, Substance Abuse, Drug/Alcohol Abuse;
- Social Worker;
- Therapist
- Teen Outreach Coordinator;
- Child Welfare Specialist;
- Child Placement Agent;
- Probation and Parole Officer;
- Mental Health Worker;
- Rehabilitation Counselor;
- Program/ project development and management;
- Human resource development, including teaching.

Required level:

GCE A / L, Baccalaureate, or any equivalent diploma

Duration

02 years

### **3. Beauty Esthetics**

#### **Option 1: Beauty Care and Cosmetics**

The aim of this specialty is to train professionals in cosmetics and beauty care. This

diploma holder has an in-depth mastery of cosmetics as well as its trade with emphasis

on scientific, regulatory, economic and technical aspects. It equally aims to make the

learner grasp esthetic techniques such as the development and realization of beauty care and make-up.

### **Skills Sought After Generic skills**

- Communicate in a professional setting in French and English;
- Design business plans;
- Animate and manage a team;
- Master the basic computer tool;
- Create and manage a business;
- Use management tools and decision support tools

### **Specific skills**

- Design and carry out beauty care and make-up;
- Advise and sell high technology products and devices;
- Run sales clusters;
- Manage service units or sales of cosmetics and perfumery products;
- Maintain the image of the brand through commercial activities and training sessions for brands (cosmetics, equipment and appliances for aesthetics);
- Develop expertise and technological advice;
- Participate in the manufacture of cosmetic products by ensuring the quality approach;
- Operate a technological and regulatory watch;
- Participate in the training of staff;
- Ensure the administrative and financial management of an aesthetic

cosmetic salon.

### **Outlets**

Participants of this course would acquire skills that would enable them to work in the

private or public sector as teachers, designers, cosmetic producers or distributors, consultants or assistant researchers, or may be self-employed.

Required level:

GCE A / L, Baccalaureate, or any equivalent diploma

Duration

02 years

### **Option 2: Hair Dressing**

This specialty trains professionals able to carry out missions of expertise as well as scientific and technological advice, management in the field of hairdressing, hair products and materials. It pays particular attention to issues of occupational allergy and prevention as well as sociological changes in the costumers.

### **Expected skills Generic skills**

- Animate and manage a team;
- Train staff, manage human resources;
- Design business plans;
- Communicate in a professional setting in English and French (oral/written);
- Understand how organizations work;
- Understand the business environment;
- Create and manage a business;
- Master the basic computer tool;

- Plan and follow up work;
- Use management tools and decision support tools
- Develop creativity, analytical skills, communication skills.

### **Specific skills**

- Develop technical, scientific and managerial knowledge to practice in all sectors of hairdressing;
- Monitor the evolution of products, techniques and the appearance of new materials;
- Master hairdressing techniques;
- Master the scientific subjects of the field;
- To be able to define and implement a commercial strategy. Page 99 of 784

### **Career opportunities**

- Salon manager or Hairdressing Company;
- Assistant or adviser of companies manufacturing, marketing and distribution capillaries;
- Artistic director;
- Entrepreneur;
- Technico-shopping;
- Adviser - trainer;
- Brand representative.

Required level:

GCE A / L, Baccalaureate, or any equivalent diploma

Duration

02 years

#### **4. Fashion Clothing and Textile**

This training aims to provide students with technical and general notions related to the

creation and the production of fabrics. The student carries out the studies and organizes the manufacturing phase while monitoring the quality of fabrics for commercialization.

##### **Skills Sought After General Skills**

- Communicate in a professional setting in French and English;
- Design business plans;
- Animate and manage a team;
- Master the basic computer tool;
- Create and manage a business;
- Use management tools and decision support tools

##### **Specific Skills**

The students will be able to

- Synthesize a range of concepts, knowledge and skills relating to fashion, clothing and Textiles.
- Apply complex theories to practical realistic work situations in the fashion, clothing and textiles industry.
- Could study independently and can create new products in fashion, clothing and textiles.
- Have the ability to engage with complex and/or unpredictable situations in fashion and textiles contexts.
- Be able to take responsibility to manage and direct their own and others activities.



- Have an insight judgment in relation to the margins and consequences of error.
- Have research and investigative skills.
- Be responsive to change and ability to multi-task.

### **Outlets**

Graduates in fashion, clothing and textiles are opened to the following:

- Textile designer in Hotel establishment;
- Machinist in the textile industry;
- Collaborator;
- Dyer;
- Technician in natural fiber, artificial, synthetic or dye-making enterprises;
- Prototypist in soft materials;
- Stylist in the sectors of clothing, accessories, tableware, textile designer, fashion and furniture
- Modeliste;
- Fashion designer;
- Costumier of the show (cinema, theater, opera ...);
- Sartorial adviser;
- Attached fashion press;
- Tailor

Required level:

GCE A / L, Baccalaureate, or any equivalent diploma

Duration

02 years

## **SCHOOL OF TOURISM AND HOTEL MANAGEMENT**

### **1. Hotel Management and Catering**

The HND specialty hotel management aims to train students in the trades of hotel management establishments catering by providing them with all the management techniques and skills that will enable them to serve customers welcome and give proper care. After the training in this course, the students must be able to:

- Plan and manage economic operations of Hotel establishments;
- Plan and manage various sections of an Hotel establishment;
- Manage any size of Hotel Organizations

#### **Skills sought after General skills**

- Communicate in a professional framework in French, English and other foreign languages;
- Develop business plans;
- Run a team;
- Master the tool basic computing;
- Create and manage a business;
- Use the tools of management for decision-making;
- Understand the environment and the operation of the hotel establishments;
- Plan and follow-up of the work.

#### **Specific skills**

- Know the hotel products;

- Know the typology of the clientele in hotels;
- Have a mastery of business management;
- Have a thorough mastery of human resources management in the field of hotel management rules and regulations of hotel management;
- Establish and interpret an account operating forecast;
- Interpret the balance sheet of the company;
- Chair a meeting;
- Have a good command of the legislation in hotels;
- Have a thorough master ship of catering;
- Have knowledge in accommodation (floor, reception desk caretaker and concierge);
- To be able to work in a team;
- To demonstrate their adaptability, flexibility and taking responsibility in the framework of activities and professional practice;
- Master the tools and technical communication;
- Be able to assess and train the staff.

### **Career opportunities**

- Responsible for service in the hotel or the restaurant;
- Employee in an independent hotel or a restaurant;
- Receive and serve clients;
- Assistant Room maid;
- Hotel Captain;
- Director of accommodation;
- Director of the catering;

- Director of Operations;
- Director of a hotel enterprise.

Required level:

GCE A / L, Baccalaureate, or any equivalent diploma

Duration

02 years

## **2. Tourism and Travel Agency Management**

Organizations in the Travel and tourism industry constantly understand projects to develop and test new products and services. Regardless of the type of travel and tourism organization or the products and services that it offers, marketing plays a key function in this success. Familiarize the students with the ways in which ethical issues arise and examine strategies for their management, Tourism development of destinations facilities and services to meet of current and future tourists. To examine tourism marketing management in the context of services marketing. This specialty is to address some of important issues relating to the financial management of business operating in the tourism industry.

### **Expected Skills Generic skills**

- Work independently, collaborate as a team;
- Analysis and synthesis of professional documents (French, English);
- Oral, written and corporate communication skills within and without (French, English);
- Participate /engage in the management of the project;
- Know and make use of professional networks and institutions of tourism sectors.

### **Specific skills**

- Understand travel agency operations.
- Deal with the tourists and colleagues in a professional manner.
- Manage the needs and requirements of different types of tourists.
- Deal with the needs and requirements of incoming tourists.
- Comply with legal requirements of the hospitality industry.
- Identify the agents, impact managing the impact of tourism development.
- Know that marketing is a continuous process that includes everything that an organization does to attract keep customer
- The marketing process in the travel and tourism industry.
- Choose a travel and tourism project, the business plan and a team work.
- Produce promotional material suitable for use in travel and tourism

### **Career opportunities**

- Responsible for a lodging service of a hotel establishment;
- Employment in an independent hotel or chain;
- Receptionist;
- Operations Director;
- Director of accommodation in hotels;
- Executive Housekeeper or Deputy House keeper;
- Customer Relationship Manager;
- Head waiter;
- Yield manager

Required level:

GCE A / L, Baccalaureate, or any equivalent diploma

Duration

02 years

### **SCHOOL OF PHILOSOPHY AND THEOLOGY**

#### **1. Bachelor Degree in Theology (B.Th.)**

Bachelor Degree in Theology (B.Th.) The Bachelor's Degree in Theology is a solid theological training that aims at training students for a general knowledge in theology, the Bible and the liturgy. The duration of the program is three years and entry requirement is GCE Advanced level or its equivalent.

#### **2. Bachelor in Philosophy**

As part of a discipline that seeks the truth and is a guide for life, the Bachelor of Arts in Philosophy program aims to analyze the different aspects of reality, to see their intentions, and to combine them into a systematic whole. The duration of the program is three years and entry requirement is GCE Advanced level or its equivalent.