



**Ministry of Higher Education, Research, Science and Technology (MoHERST)
University of Applied Science, Engineering and Technology (USET)**

**Evaluation Report for the Interview of Applicants for the Position of Head of Department
for Electrical/Electronic Engineering**

AND

Recommendation for Award

Financing: World Bank

Country: The Republic of The Gambia

Credit Number: IDA-D5350

Project ID No: (P169064)

Project Title: Second Africa Higher Education Centre of Excellence for Development Impact

Contract Ref: MOHERST/STEE/ACEIMPACT/CS/014

Procurement Method: Individual Consultant (IC)

Number of Candidates: Electrical Engineering - Four (4);

Date of Interview: Electrical Engineering Thursday 11th May, 2023;

Introduction:

Disbursement Linked Indicator 7 on **Institutional Impact** requires STEE, the emerging Centre of Excellence hosting the ACE Project at USET to adopt a merit-based selection of Department Heads for the College of Engineering during the first year (in accordance with DLI 7.2b). In January, 2023, STEE advertised the positions of Heads of Mechanical Engineering, Civil Engineering, and Electrical/Electronic Engineering. For the position of mechanical engineering, four (4) applicants considered to have met the requirements outlined in the terms of reference were shortlisted for interview. There was no applicant for the civil engineering position and only one candidate for the position of electrical/electronic engineering. After a successful recruitment process, the Head of Department for Mechanical Engineering, Professor Sunnu was appointed effective 1st of May, 2023.

Subsequently, the positions of (1) Head of Departments for Civil Engineering and (2) Head of Department for Electrical/Electronic Engineering were re-advertised in the various local newspapers (in The Gambia) and on international platforms such as the Community of Gambian Scholars, the MoHERST Website and the website of the African Jobs Board of the Association of African Universities (AAU) under the Reference No. MOHERST/STEE/ACEIMPACT/CS/018 and MOHERST/STEE/ACEIMPACT/CS/019 respectively, from the 15th of March through the 14th of April, 2023 in an effort to attract candidates with the requisite qualifications and experience for the positions:

The Candidates:

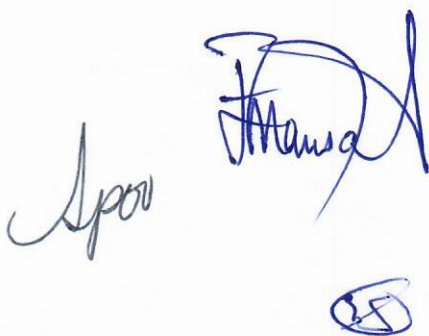
At the expiry of the recruitment period, five (5) applications/expressions of interest were received for the position of Electrical/Electronic Engineering as outlined below:

1. Dr. Anita Antwiwaa (Ghana)
2. Dr. Matthew Olubiwe (Nigeria)
3. Professor Cajethan Maduabuchi Nwosu (Nigeria)
4. Dr. Salifu Bogosogo Osman (Ghana)
5. Dr. Patrick Fiati (Ghana)

The Shortlisting Panel:

A panel comprising of Professor Sam Ofori (the Senior University Consultant), Mr. Edward Mansal (the STEE Centre Leader), Mr. Omar O. Jobe (The STEE Project Manager) and Mr. Abdoulie Jadama (the STEE M&E Officer) reviewed the applications for merit in line with the established criteria. The shortlisting criteria as outlined in the advertisement were as follows:

- (i) General Qualifications (40 %)
- (ii) Experience and Adequacy as Head of Department (35 %)
- (iii) Technical and Managerial capability of the consultant (25%)



The Results:

Based on a rigorous assessment and scoring of the different candidates, the outcomes/scores of the shortlisting process were as follows:

	Aggregate Score
Dr. Anita Antwiwaa	60%
Dr. Matthew Olubiwe	71%
Professor Cajethan Maduabuchi Nwosu	90%
Dr. Salifu Bogosogo Osman &	62%
Dr. Patrick Fiati	28%

In view of the above scores, the panel unanimously decided that all but Dr. Patrick Fiati (whose rating was very low) would proceed to the interview stage. The panel initially decided to shortlist only three (3) candidates but considering that Dr. Anita Antwiwaa was the only female candidate for the position, the panel unanimously decided to give her a chance to proceed for interview.

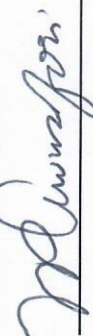
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The Detail Screening Evaluations are provided below:

Screening of Applicants for Head of Department of Electrical/Electronic Engineering											
No	Candidate Information	Qualifications = 40 Points Maximum			Academic/Admin Experience = 35 Points Maximum		Technical Capability = 25 Points Max			Aggregate Score	Decision
		BSc/.MSc Electrical = 10 Other = 5	PhD Electrical = 20 Other =10	Rank SL =1 AP =5 FP =10	Leadership/Admin 1 yr = 1 2 yr = 4 3 yr = 8 4 yr =10 5 yr or more = 20	Lecturing 1 yr = 1 2 yr = 4 3 yr = 8 4 yr =10 5 yr or more = 15	Technical Leadership 1 yr = 1 2 yr = 4 3 yr = 8 4 yr =10 5 yr or more = 15	Research Publication 5 or Less = 1 6 to 10 = 5 More than 10 = 10			
1	Anita Antwiwaa	5	10	1	20	15	4	5	60	Interview	
2	Matthew Olubiwe	10	20	1	10	15	10	5	71	Interview	
3	Cajethan Madiabuchi Nwosu	10	20	10	10	15	15	10	90	Interview	
4	Salifu Bogosogo	10	20	1	10	15	1	5	62	Interview	
5	Patrick Flati	10	10	1	1	4	1	1	28	No Interview	

Committee Members:


Prof. Samuel Owusu-Ofori
Senior University Consultant


Mr. Edward C. Mansal
STEE Centre Leader &
Director, Institute of Innovation
& Entrepreneurship


Mr. Omar O. Jobe
STEE Project Manager


Mr. Abdoulie FR Jadama
STEE M&E Officer

Interview Process:

The interview for the candidates vying for the position of Electrical/Electronic Engineering was held on the 11th of May 2023.

The Panel:

The Panel that was constituted to conduct the interview comprised of the representatives from academia, the private sector and the public service. They are as follows:

1. Mr. Samba Sowe, Director of Science, Technology and Innovation, MoHERST
2. Mr. Musa Jassey, Deputy Construction Project Manager, MoBSE, The Gambia
3. Dr. Momodou Lamin Sanyang, Director of Research, University of The Gambia
4. Mrs Ancha Secka, Architect, Member of the USET Governing Council
5. Mr. Ousman Njie, Electrical Engineer, National Water and Electricity Company, NAWEC

The following persons observed the interviews and participated in the discussions but did not score the candidates:

1. Professor Sam Ofori, the USET Senior Administrator/Consultant.
2. Mr. Edward Mansal, ACE STEE Centre Leader
3. Omar O. Jobe, Project Manager, PIU, STEE
4. Mr. Momodou S. Janneh, Head of HR, USET

The Interview Questions:

The interview questions drawn from the terms of reference for the positions were segmented into five (5) thematic areas, as follows:

- General Knowledge (30 points)
- Leadership Experience (30 points)
- Technical Capabilities (50 points)
- Managerial Experience (20 points)

Total 130 points

- Others (including an assessment of the self-assessment of the strengths and weaknesses of each candidate)

Candidates Interviewed:

All but one of the candidates (Professor Matthew Olubiwe of Nigeria) attended the zoom-based interview sessions lasting for one (1) hour for each candidate. Professor Olubiwe was duly informed that he was shortlisted. We later sent the interview link to the two (2) email addresses that he provided. On the day of the interview we called his direct line to no avail. We therefore concluded that he may have withdrawn from the recruitment process without informing USET.

Evaluation and Recommendation for Contract Award

The candidates for the positions of Head of Department went through a two-staged evaluation process:

Shortlisting Stage:

The scores obtained during the shortlisting process represent **40% of the total marks**. It covers an assessment of their individual qualifications, academic/admin experience and technical capacity as outlined in their CVs and expressions of interest. Their experience as provided in their submissions was evaluated using the IC procurement method in accordance with IDA policies and guidelines.

	Total Marks (Shortlisting)	Weighted Average (0.4)
Dr. Anita Antwiwaa	60%	24%
Dr. Matthew Olubiwe	71%	28%
Professor Cajethan Maduabuchi Nwosu	90%	36%
Dr. Salifu Bogosogo Osman	62%	25%

The Zoom-Based Interview Stage:

The scores obtained by each candidate during the interview accounted for **60% of the total marks**. Accordingly, the **weighted average** (0.4 for the shortlisting stage) +(0.6 for the interview stage) determined the candidate's score. The individual with the highest score would be considered as the most advantageous candidate.

STRENGTHS AND WEAKNESSES OF THE CANDIDATES

Candidates for the position of Head of Electrical/Electronic Engineering

Dr. Anita Antwiwaa

Strength(s): Academic and Administrative Experience
Academic ranking

Weakness(es): Academic ranking not suitable as Head of Department.
Technical Capability and Insufficient Publications

Professor Cajethan Maduabuchi Nwosu

Strength(s): Academic Qualification and ranking as a full professor
Technical Leadership Experience
Technical Capability and Publications

Weakness(es):


Dr. Salifu Bogosogo Osman

Strength(s): Academic Qualifications


Weakness(es): Technical Capability and Insufficient Publications
Leadership Capability is not demonstrated.

Electrical/Electronic Engineering - Individual Score Sheet for each Candidate (Interview)


Candidates for Electrical/Electronic Engineering	General Knowledge	Leadership Experience	Technical Capabilities	Managerial Experience	Total Score/130	% Score
Dr. Anita Antwiwaa	26	26	44	16	112	86%
Professor Cajethan Maduabuchi Nwosu	22	18	30	12	82	63%
Dr. Salifu Bogosogo Osman	20	16	36	12	84	65%

Panellist: Samba Sowe Signature:  Date: 19/05/2023

Candidates for Electrical/Electronic Engineering	General Knowledge	Leadership Experience	Technical Capabilities	Managerial Experience	Total Score/130	% Score
Dr. Anita Antwiwaa	22	22	38	14	96	74%
Professor Cajethan Maduabuchi Nwosu	20	18	30	8	76	58%
Dr. Salifu Bogosogo Osman	22	12	30	10	74	57%

Panellist: Ancha Secka Signature:  Date: 30-05-23

Candidates for Electrical/Electronic Engineering	General Knowledge	Leadership Experience	Technical Capabilities	Managerial Experience	Total Score/130	% Score
Dr. Anita Antwiwaa	22	22	42	20	106	82%
Professor Cajethan Maduabuchi Nwosu	24	22	40	14	100	77%
Dr. Salifu Bogosogo Osman	20	14	36	14	84	65%


 Panellist: Dr. Momodou Lamin Sanyang Signature: _____ Date: 31/5/2023

Candidates for Electrical/Electronic Engineering	General Knowledge	Leadership Experience	Technical Capabilities	Managerial Experience	Total Score/130	% Score
Dr. Anita Antwiwaa	26	24	50	20	120	92%
Professor Cajethan Maduabuchi Nwosu	26	26	38	16	106	82%
Dr. Salifu Bogosogo Osman	26	22	48	20	116	89%


 Panellist: Musa Jassey Signature: _____ Date: 01/06/23

Candidates	for	General Knowledge	Leadership Experience	Technical Capabilities	Managerial Experience	Total Score/130	% Score
Electrical/Electronic Engineering							
Dr. Anita Antwiwaa		22	20	32	12	86	66%
Professor Cajethan Maduabuchi Nwosu		22	16	36	12	86	66%
Dr. Salifu Bogosogo Osman		24	20	36	14	94	72%

Panelist: Mr. Ousman Njie

Signature: _____

Date: 31/05/2023

COMBINED INTERVIEW AVERAGE SCORE SHEET (INTERVIEWS):

Candidates	Mr. Samba Sowe	Mrs. Ancha Secka	Mr. Musa Jasse	Dr. ML Sanyang	Mr. Ousman Njie	Total Average Score	Weighted Score (0.6)
Electrical/Electronic Engineering							
Dr. Anita Antwiwaa	86%	74%	92%	82%	66%	80%	48%
Professor Cajethan Maduabuchi Nwosu	63%	58%	82%	77%	66%	69%	41%
Dr. Salifu Bogosogo Osman	65%	57%	89%	65%	72%	70%	42%

Summary/Overall Scores of the Candidates – Electrical/Electronic Engineering
Weighted Average: Shortlisting (40%) + Interview (60%)

	A Shortlisting Scores (0.4%)	B Interview Scores (0.6%)	Total Scores (A+B)	Rank
Dr. Anita Antwiwaa	24%	48%	72%	2 nd
Professor Cajethan Maduabuchi Nwosu	36%	41%	77%	1 st
Dr. Salifu Bogosogo Osman	25%	42%	67%	3 rd

University of Applied Sciences Engineering and Technology

H.O.D POSITIONS - INTERVIEW QUESTIONS:

The Gambia University Applied Science, Engineering and Technology Interview for Head of Civil Engineering Department						
Name of Candidate: _____		Date: _____				
Name of Evaluator: _____						
Evaluation Guideline						
Poor =2 (Did not answer)		Fair Attempt = 4		Good Response= 6		
Very Good Response = 8		Excellent Response= 10				
Category	Item	Score				
Chairman:	Welcomes the Candidate	2	4	6	8	10
	Introduces the Panel (2 Minutes)					
	Emphasizes the need to keep to the allotted response time					
General (10 Minutes)	In 2 minutes, Can you please introduce yourself to the panel					
	The Head of Department will have some teaching responsibilities. In 2 minutes, what CIVIL engineering courses do you normally teach?					
	As a university, we are interested in teaching, research and service. In 3 Minutes, can you share with us your experience in SERVICE to the university, and the civil engineering profession?					
Leadership Experience (10 Minutes)	The staff and students need to believe that you have their best interests at heart and will support them. In 2 minutes, Can you explain how you will build trust with department staff and students?					
	In 2 minutes, How would you describe your leadership style?					
	In 3 Minutes, What do you consider to be the major challenges facing you as a Head of Department at USET?					
Technical Capabilities (15 Minutes)	One of the main key responsibilities is programme accreditation. In 3 Minutes, Please briefly share with us your experience in programme accreditation.					
	In 1 minute, Can you share with us what you consider to be three traits of an ideal head of department?					
	Technology keeps changing at a very fast pace. In 2 minutes, How would keep the Civil Engineering Programme relevant and technologically current.					
	In 5 minutes, What do you consider to be the challenges facing the Civil Engineering profession in a developing country like The Gambia?					
	In 2 Minutes, what would you propose as the three main programme objectives for the USET Civil engineering programme.					
Managerial (10 Minutes)	In 5 minutes, Describe how you dealt with a difficult staff member in your department or a student in your class.					
	Motivation is an important skill for academic leaders to have. In 2 minutes, What are some of the methods you use to motivate the staff and students?					
TOTAL POINTS						
Other	How soon can you report if you were the successful candidate?					
	Can you share your salary expectations?					
	Do you have any questions for the Panel? (5 Minutes)					
	Strengths					
	Weaknesses					

The Gambia University Applied Science, Engineering and Technology
Interview for Head of ELECTRICAL/ELECTRONIC Engineering Department

Name of Candidate: _____ Date: _____
 Name of Evaluator: _____

Evaluation Guideline

Poor =2 (Did not answer)

Fair Attempt = 4

Good Response= 6

Very Good Response = 8

Excellent Response= 10


Category	Item	Score				
Chairman:	Welcomes the Candidate	2	4	6	8	10
	Introduces the Panel (2 Minutes)					
	Emphasizes the need to keep to the allotted response time					
General (10 Minutes)	In 2 minutes , Can you please introduce yourself to the panel					
	The Head of Department will have some teaching responsibilities. In 2 minutes , what Electrical/Electronic engineering courses do you normally teach?					
	As a university, we are interested in teaching, research and service. In 3 Minutes , can you share with us your experience in SERVICE to the university, and the electrical engineering profession?					
Leadership Experience (10 Minutes)	The staff and students need to believe that you have their best interests at heart and will support them. In 2 minutes , Can you explain how you will build trust with department staff and students?					
	In 2 minutes , How would you describe your leadership style?					
	In 3 Minutes , What do you consider to be the major challenges facing you as a Head of Department at USET?					
	One of the main key responsibilities is programme accreditation. In 3 Minutes , Please briefly share with us your experience in programme accreditation.					
Technical Capabilities (15 Minutes)	In 1 minute , Can you share with us what you consider to be three traits of an ideal head of department?					
	Technology keeps changing at a very fast pace. In 2 minutes , How would keep the Electrical/Electronic Engineering Programme relevant and technologically current.					
	In 5 minutes , What do you consider to be the challenges facing the Electrical/Electronic Engineering profession in a developing country like The Gambia?					
	In 2 Minutes , what would you propose as the three main programme objectives for the USET Electrical/Electronic engineering programme.					
	In 5 minutes , Describe how you dealt with a difficult staff member in your department or a student in your class.					
Managerial (10 Minutes)	Motivation is an important skill for academic leaders to have. In 2 minutes , What are some of the methods you use to motivate the staff and students?					
TOTAL POINTS						
Other	How soon can you report if you were the successful candidate?					
	Can you share your salary expectations?					
	Do you have any questions for the Panel? (5 Minutes)					
	Strengths					
	Weaknesses					




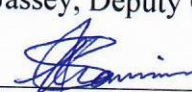
RECOMMENDATION FOR AWARD


Based on the cumulative scores, the evaluation committee therefore recommends that **Professor Cajethan Maduabuchi Nwosu** having acquired the highest weighted score, be appointed to the position of Head of Department for Electrical/Electronic Engineering at USET.

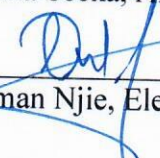
INTERVIEW PANEL MEMBERS:


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Mr. Musa Jassey, Deputy Construction Project Manager, MoBSE, The Gambia


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Mrs. Ancha Secka, Architect, Member of the USET Governing Council


Mr. Ousman Njie, Electrical Engineer, National Water and Electricity Company, NAWEC

ENDORSED BY:


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DR. YUSUPHA TOURAY
PERMANENT SECRETARY, MoHERST.

