



**REPUBLIC OF ALBANIA
UNIVERSITY OF TIRANA
FACULTY OF FOREIGN LANGUAGES**

ANNOUNCEMENT

Faculty of Foreign Languages, University of Tirana, Pursuant to Law No. 80/2015 “*On Higher Education and Scientific Research in Higher Education Institutions in the Republic of Albania*”, Articles 57 and 64, point 2, as well as supported by the Statute of the University of Tirana, Article 68, announces the call for applications for part-time academic staff (external lecturers) at the Faculty of Foreign Languages for the 2025-2026 academic year.

1. Candidates applying for part-time academic staff positions within the Department of English Language are required to meet the following criteria:

➤ **General Criteria:**

1. Candidates are required to hold either a four-year university degree or a three-plus-two-year degree in English Language, with a minimum cumulative grade point average of 8.5 (eight point five).
2. Candidates must possess full legal capacity to act.
3. Candidates must demonstrate the professional competencies required for the position they are applying for.
4. Candidates must not have been convicted by a final court decision for any intentional criminal offense.
5. Candidates must not have been subject to disciplinary measures resulting in dismissal.
6. Candidates must not have been subject to requests by the Department of English Language regarding compliance with Articles 75 (Legal Responsibility), 76 (Disciplinary Proceedings), and 137 (Discipline) of the Statute of the University of Tirana, relating to serious violations of ethical standards in the academic environment.



**REPUBLIC OF ALBANIA
UNIVERSITY OF TIRANA
FACULTY OF FOREIGN LANGUAGES**

➤ **Specific Criteria:**

1. Priority will be given to external lecturers who meet the above requirements, have fully met their contractual obligations during the 2024–2025 academic year, and have successfully undergone the interview process.
2. **Candidates applying for part-time academic staff positions within the Department of German Language are required to meet the following criteria:**

➤ **General Criteria:**

1. Candidates must hold a 4-year university degree (Integrated Second-Cycle Degree) or a 3+2-year degree program in German language.
2. Candidates must possess full legal capacity to act.
3. Candidates must demonstrate the professional competencies required for the position they are applying for.
4. Candidates must not have been convicted by a final court decision for any intentional criminal offense.
5. Candidates must not have been subject to disciplinary measures resulting in dismissal.
6. Candidates must demonstrate proficiency in at least one additional European Union language besides German.

➤ **Specific Criteria:**

1. Candidates must possess qualifications in teaching the German language.
2. Candidates must have at least three years of uninterrupted experience in teaching German.

3. **Candidates applying for part-time academic staff positions within the Department of Italian Language are required to meet the following criteria:**



**REPUBLIC OF ALBANIA
UNIVERSITY OF TIRANA
FACULTY OF FOREIGN LANGUAGES**

➤ **General Criteria:**

1. Candidates must have completed a 4-year university degree or a 3+2-year program in Italian language with a grade point average above 8 (eight) in each study cycle.
2. Candidates must possess full legal capacity to act.
3. Candidates must demonstrate the professional competencies required for the position they are applying for.
4. Candidates must not have been convicted by a final court decision for any intentional criminal offense.
5. Candidates must not have been subject to disciplinary measures resulting in dismissal.

➤ **Specific Criteria:**

1. Candidates must have experience in teaching Italian language and culture.
2. Candidates must hold postgraduate qualifications and/or have publications in the field of Italian linguistics or literature.

4. Candidates applying for part-time academic staff positions within the Department of French Language are required to meet the following criteria:

➤ **General Criteria:**

1. Candidates must have completed a 4-year university degree or a 3+2-year program in French language with a grade point average above 8 (eight) in each study cycle.
2. Candidates must possess full legal capacity to act.



**REPUBLIC OF ALBANIA
UNIVERSITY OF TIRANA
FACULTY OF FOREIGN LANGUAGES**

3. Candidates must demonstrate the professional competencies required for the position they are applying for.
4. Candidates must not have been convicted by a final court decision for any intentional criminal offense.
5. Candidates must not have been subject to disciplinary measures resulting in dismissal.

➤ **Specific Criteria:**

1. Candidates must have experience in teaching French language and culture.
2. Candidates must hold postgraduate qualifications and/or have publications in the field of French linguistics or literature.

5. Candidates applying for part-time academic staff positions within the Department of Greek Language are required to meet the following criteria:

➤ **General Criteria:**

1. Candidates must have completed a 4-year university degree or a 3+2-year program in Greek language with a grade point average above 8 (eight) in each study cycle.
2. Candidates must possess full legal capacity to act.
3. Candidates must demonstrate the professional competencies required for the position they are applying for.
4. Candidates must not have been convicted by a final court decision for any intentional criminal offense.
5. Candidates must not have been subject to disciplinary measures resulting in dismissal.
6. Candidates must have proficiency in at least one additional foreign language besides Greek.



**REPUBLIC OF ALBANIA
UNIVERSITY OF TIRANA
FACULTY OF FOREIGN LANGUAGES**

➤ **Specific Criteria:**

1. Candidates must have at least three years of uninterrupted work experience in teaching Greek language.
6. **Candidates applying for part-time academic staff positions within the Department of Slavic and Balkan Languages are required to meet the following criteria:**

➤ **General Criteria:**

1. Candidates must have successfully completed a four-year university degree with a minimum overall grade of 8 (eight). For recognized international degrees, a minimum average grade of “Good” is required. Alternatively, candidates may qualify with a three-year Bachelor’s Degree obtained with a minimum average grade of 8 (eight), in combination with a two-year Master of Science Degree in the relevant language and literature (Turkish, Russian, Azerbaijani, Arabic, Slovak, or Polish), also with a minimum average grade of 8 (eight).
2. Candidates must possess full legal capacity to act.
3. Candidates must demonstrate the professional competencies required for the position they are applying for.
4. Candidates must not have been convicted by a final court decision for any intentional criminal offense.
5. Candidates must not have been subject to disciplinary measures resulting in dismissal.

➤ **Specific Criteria:**

1. Candidates must have at least one year of academic or professional experience in higher education institutions or institutions of language and culture, either domestically or abroad.



**REPUBLIC OF ALBANIA
UNIVERSITY OF TIRANA
FACULTY OF FOREIGN LANGUAGES**

7. Candidates applying for part-time academic staff positions within the Department of Spanish Language are required to meet the following criteria:

➤ **General Criteria:**

1. Candidates must hold a 4-year university degree or two consecutive cycles of studies in Spanish language, obtained domestically or abroad, with a minimum cumulative grade of 8 (eight) across both cycles.
2. Candidates must possess full legal capacity to act.
3. Candidates must demonstrate the professional competencies required for the position they are applying for.
4. Candidates must not have been convicted by a final court decision for any intentional criminal offense.
5. Candidates must not have been subject to disciplinary measures resulting in dismissal.

➤ **Specific Criteria:**

1. Candidates must have qualifications in Spanish language teaching.
2. Candidates must have at least three years of recent experience in teaching at the university or pre-university level.
3. Candidates must have proficiency in at least one additional foreign language besides Spanish.

Note:

- Selected candidates will be engaged according to the teaching workload requirements of the respective Basic Units.
- Candidates must be able to cover a maximum teaching load of 120 hours per academic year, distributed throughout the 2025–2026 academic year, in accordance with the requirements and capacities of Basic Units.



**REPUBLIC OF ALBANIA
UNIVERSITY OF TIRANA
FACULTY OF FOREIGN LANGUAGES**

Selection Procedure

- Candidate evaluation will include two consecutive phases: a document review followed by an interview.
- Only candidates who successfully pass the document review phase will proceed to the interview.
- The review of the documents will be conducted by an ad-hoc commission established within the basic units.
- New applicants will undergo an oral interview before the ad-hoc commission of the respective basic units.
- Internal or external former lecturers of the Faculty of Foreign Languages, as well as lecturers currently employed at public universities in similar units, are exempt from the interview.

Application Submission:

Candidates applying for these positions must submit the required documentation to the Human Resources Branch at the Faculty of Foreign Languages, University of Tirana, from **25 August 2025 to 5 September 2025**.

Required Documentation for Applicants:

All candidates must submit the following documents:

1. Identification document.
2. Curriculum Vitae (CV).
3. Written request.
4. Notarized copy of university diploma.
5. Notarized copy of the academic transcript.
6. Notarized evidence of academic titles and degrees.



**REPUBLIC OF ALBANIA
UNIVERSITY OF TIRANA
FACULTY OF FOREIGN LANGUAGES**

7. Evidence of qualifications and activities related to the position applied for.
 8. Employer evaluation if the candidate has been previously employed.
 9. For candidates who have completed their studies abroad, a notarized certificate of recognition or equivalency of the diploma, issued by the Ministry of Education and Science, is required.
 10. Criminal record certificate or self-declaration form.
 11. A valid work permit from the current employer, or alternatively, a formal declaration of unemployment.
 12. Medical - legal report on capacity for work.
 13. Personal certificate.
 14. Family status certificate.
- **For candidates who were previously engaged in past academic years or employed as full-time academic staff, only the following updated documents are required:**
1. Updated Curriculum Vitae (CV).
 2. Written request.
 3. A valid work permit from the current employer, or alternatively, a formal declaration of unemployment.
 4. Criminal record certificate or self-declaration form.
 5. Medical - legal report on capacity for work.