

VACANCY ANNOUNCEMENT

External Quality Auditor – DiLanEdu-WB Project

Project: ERASMUS-EDU-2024-CBHE-STRAND-1

Project No: 101179642

Title: Digital Transformation in Language Study and Education of the Western Balkans (DiLanEdu-WB)

Location: Remote, with flexibility to travel to the Western Balkans

Vacancy Type: Academic and Administrative

Compensation: Lump-sum, 5000 Euro before tax and bank transfer commissions for the entire duration of the project.

1. Position: External Quality

Auditor Responsibilities:

- Active engagement in auditing the quality implementation of the project.
- Assessment and consultation on project quality implementation using a variety of formative and summative assessment instruments.
- Support to the project's Quality Monitoring Committee by providing independent evaluation and recommendations for the project's deliverables and periodic reports with recommendation for improvements, where necessary, ensuring compliance with international quality standards.

2. Key qualifications:

1. A Ph.D. degree, preferably with an academic rank.
2. Teaching experience in academia.
3. Proven expertise in quality assurance and auditing, preferably in educational projects.
4. Experience in internationalization in Higher Education (HE), preferably in digital education.
5. Near-fluency in the English language.
6. Knowledge of the European Higher Education Area (EHEA) and its quality assurance mechanisms.

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7. Familiarity with ISO 9001¹ standards and quality management systems.
8. Experience in or knowledge of HEA in the Balkans.
9. Beyond academic qualifications, any professional certifications in areas related to the project (e.g., in Project Management, Lead Implementation, IT Service Management or others) will be considered an asset.

3. Application process:

Qualified candidates are kindly requested to send by email at arlinda.beka@uni-pr.edu c/c marinela.pane@kulogos.edu.al quoting reference code “DiLanEdu-WB: External Quality Auditor”:

1. A Letter of Application detailing key qualifications for this position containing a statement of independence and absence of conflict of interest.
2. A recent curriculum vitae.
3. Copies of credentials and other evidence confirming key qualifications for the vacancy.
4. A technical and financial proposal outlining the suggested quality auditing approach and methodology.

4. Important notes:

- ONLY complete applications will be considered; all documents must be sent in one email.
- The audit process is expected to be completed within 30 November 2027 starting from the date of contract signing.
- All proposals must be submitted by 31 May 2025. Late submissions will not be considered.
- The ranking of selected candidates will be completed by June 10, 2025 and the finalization of contract by June 20, 2025.

¹ International Organization for Standardization (ISO). (2015). *ISO 9001:2015 - Quality management systems – Requirements*. Geneva, Switzerland: ISO. Retrieved from <https://www.iso.org>

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