

## DEFINITION AND CATEGORIES OF STAFF IN AFU

### **Professional Staff:**

Professional staff is defined as having the required preparation and specialized knowledge in a specific field and in exercising independent professional judgement. These individuals are predominately responsible for the management, operation, and implementation of policies and procedures which support the AFU's mission and vision, and achieve its goals and objectives.

### **Support Staff:**

Support staff includes employees, who provide clerical, technical, maintenance, and administrative support to the University.

### **Academic Staff:**

Academic staff includes the professionals who are responsible for planning, directing and undertaking academic teaching, research and community engagement activities in the university.

### **Non Academic Staff:**

Nonacademic staff is defined as those who have to perform work assignments other than teaching.

### **Full Time Staff:**

Full time staff is defined as the person who undertakes his/her duty for no less than 40 hours a week. Full time staff is registered at the Ministry of Labor and has an employment contract specifying tenure of contract, specific benefits including but not limited to fixed salaries, annual leaves, health insurance, etc.

### **Part Time Staff:**

Part time staff is defined as the person who undertakes the duty for less than 40 hours a week. Usually part time staff is paid on hourly basis.

### **Visiting Faculty:**

Visiting faculty is defined as the person from other university/institution may be appointed as visiting faculty for one semester/quarter or one academic year at the same rank of his home university.