
Vacancy Notice

Title: Full-time professor

Field of Knowledge: Health Services Administration, Health Sciences.

Specialty: Health Services Administration

Organizational Unit: School of Sciences, Department of Health Sciences.

Primary location: Universidad de las Américas Puebla at San Andrés Cholula, Puebla, México.

URL: www.udlap.mx

Type of contract: Fixed term

Salary: Commensurate with qualifications and experience.

Fringe benefits: Health insurance, pension and retirement benefits.

Teaching load: 6-8 courses per year, depending on research productivity.

Overview of the functions of the position

The applicant will teach, conduct research and advise in his/her area(s) of expertise. Essential responsibilities include:

- To teach between 6 and 8 courses per year, determined by research activity, at the undergraduate and graduate levels and lead instructional activities specified in the approved curriculum and in the faculty bylaws. These activities include lecturing, leading seminars, individual and group tutoring, writing and grading exams, grading papers and reports, and conducting and supervising evaluation activities;
- To coordinate designated academic activities in the Department of Health Sciences and for the Health Services Administration Master's Program.
- To participate in departmental and school activities, including meetings, committees, course and program evaluation, curriculum development, and grant preparation;
- To provide academic support and advising to students;
- To undertake cutting edge research activities in order to contribute to the intellectual mission of the University;
- To participate in calls for research proposals;
- To publish research achievements.

Required qualifications

Education

- **Advanced university degree:** Ph.D. or MBA from a recognized institution.
- **Area of expertise:** Medical and/or Health Services Administration with or without Medical Specialty or Sub-specialty.

Work Experience

- At least 2 years of academic experience in Health Sciences and/or Health Services Administration
- At least 1 year of undergraduate teaching.
- Experience in the design, management, and implementation of research projects.
- Demonstrated professional experience in the field of expertise.

Skills/Competencies

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- Ability to teach and advise undergraduate students;
- Proven ability to work effectively in a multidisciplinary and international environment;
- Capacity to build and maintain partnerships with internal and external institutions and companies.
- Ability to communicate effectively regarding technical and scientific topics;
- Excellent written and oral communication skills.

Languages

- English and Spanish, or English willing to develop Spanish skills.

Technical skills

- Skill in using Microsoft Office suite. Experience in institutional or private medical practice; specialty or subspecialty.
- Adobe suite proficiency, desirable.

Applications must be sent by email no later than: November 21, 2025.

The University will contact you as soon as the process concludes.

Position to start: January 2026.

Application instructions:

Send cover letter, curriculum vitae (CV) and a link with recent work samples to the Academic Program Coordinator:

aura.jimenez@udlap.mx