



UNIVERSITY OF DAR ES SALAAM
DAR ES SALAAM UNIVERSITY COLLEGE OF EDUCATION (DUCE)

REF. NO. BA.303/366/01/01

25th June, 2022

EMPLOYMENT OPPORTUNITIES

The Dar es Salaam University College of Education (DUCE) is a Constituent College of the University of Dar es Salaam established in 2005. The main functions of the College, as stipulated in the Dar es Salaam University College of Education Charter and the Rules of 2010, are to provide integrated teaching, research and public service.

To enhance effective teaching and learning, research and provision of public services, the College invites applications from suitable qualified Tanzanians to fill the following vacant positions:

1.0 ASSISTANT LIBRARIAN – INFORMATION SYSTEMS/IT, 1 POST

DUTIES AND RESPONSIBILITIES

- (i) To carry out lectures, conduct tutorials, seminars and practicals for undergraduate programmes;
- (ii) To prepare and present case studies;
- (iii) To conduct and publish/disseminate research results;
- (iv) To participate/contribute in curriculum development;
- (v) To recognize students having learning difficulties, intervene and provide assistance and support;
- (vi) To guide students in various academic issues;
- (vii) To participate in consultancy and community services under supervision;
- (viii) To attend workshops, conferences and symposia; and
- (ix) To perform any other related duties as may be assigned by the supervisor.

QUALIFICATIONS AND EXPERIENCE

Master of Science in Information and Communication Technology or Information Technology or Master of Information Technology and either a Bachelor of Science in Information Technology or Information and Communication Technology or Bachelor of Library and Information Science from a recognized academic institution. The Candidate should possess a GPA of at least 4.0 points at the Master's Level and a minimum GPA of 3.8 points (out of 5 points) at the Bachelor's Level.

SALARY SCALE: PUTS 2.1

2.0 ASSISTANT LIBRARIAN – SCIENCE SUBJECT SPECIALIST, 1 POST

DUTIES AND RESPONSIBILITIES

- (i) To carry out lectures, conduct tutorials, seminars and practicals for undergraduate programmes;
- (ii) To prepare and present case studies;
- (iii) To conduct and publish/disseminate research results;
- (iv) To participate/contribute in curriculum development;
- (v) To recognize students having learning difficulties, intervene and provide assistance and support;
- (vi) To guide students in various academic issues;
- (vii) To participate in consultancy and community services under supervision;
- (viii) To attend workshops, conferences and symposia; and
- (ix) To perform any other related duties as may be assigned by the supervisor.

QUALIFICATIONS AND EXPERIENCE

Master of Information Studies or Library and Information Sciences or Information Sciences or Education (Sciences) and a Bachelor of Education (Sciences) or Library and Information Studies or Library and Information Management or Library and Information Sciences or any Bachelor Degree in Science subjects from a recognized academic institution. The candidate should possess a GPA of at least 4.0 points at Master's Level and a minimum GPA of 3.8 points (out of 5 points) at Bachelor's Level.

SALARY SCALE: PUTS 2.1

3.0 ASSISTANT LIBRARIAN – CATALOGUING AND CLASSIFICATION, 1 POST

DUTIES AND RESPONSIBILITIES

- (i) To carry out lectures, conduct tutorials, seminars and practicals for undergraduate programmes;
- (ii) To prepare and present case studies;
- (iii) To conduct and publish/disseminate research results;
- (iv) To participate/contribute in curriculum development;
- (v) To recognize students having learning difficulties, intervene and provide assistance and support;
- (vi) To guide students in various academic issues;
- (vii) To participate in consultancy and community services under supervision;
- (viii) To attend workshops, conferences and symposia; and
- (ix) To perform any other related duties as may be assigned by the supervisor.

QUALIFICATIONS AND EXPERIENCE

Master of Information Studies or Library and Information Sciences or Information Sciences and either a Bachelor of Library and Information Studies or Library and Information Management from a recognized academic institution. The candidate should possess a GPA of at least 4.0 points at the Master's Level and a minimum GPA of 3.8 points (out of 5 points) at the Bachelor's Level.

SALARY SCALE: PUTS 2.1

4.0 ASSISTANT LIBRARIAN – PROJECT PLANNING AND MANAGEMENT, 1 POST

DUTIES AND RESPONSIBILITIES

- (i) To carry out lectures, conduct tutorials, seminars and practicals for undergraduate programmes;
- (ii) To prepare and present case studies;
- (iii) To conduct and publish/disseminate research results;
- (iv) To participate/contribute in curriculum development;
- (v) To recognize students having learning difficulties, intervene and provide assistance and support;
- (vi) To guide students in various academic issues;
- (vii) To participate in consultancy and community services under supervision;
- (viii) To attend workshops, conferences and symposia; and
- (ix) To perform any other related duties as may be assigned by the supervisor.

QUALIFICATIONS AND EXPERIENCE

Master Degree in Project Planning and Management or Project Management or Master of Arts in Monitoring and Evaluation and either a Bachelor of Business Administration or Library and Information Studies or Information Communication Technology or Information Technology or Commerce in Marketing from a recognized academic institution. The candidate should possess a GPA of at least 4.0 points at the Master's Level and a minimum GPA of 3.8 points (out of 5 points) at the Bachelor's Level.

SALARY SCALE: PUTS 2.1

5.0 ASSISTANT LIBRARIAN – RECORDS MANAGEMENT, 1 POST

DUTIES AND RESPONSIBILITIES

- (i) To carry out lectures, conduct tutorials, seminars and practicals for undergraduate programmes;
- (ii) To prepare and present case studies;
- (iii) To conduct and publish/disseminate research results;
- (iv) To participate/contribute in curriculum development;
- (v) To recognize students having learning difficulties, intervene and provide assistance and support;
- (vi) To guide students in various academic issues;
- (vii) To participate in consultancy and community services under supervision;
- (viii) To attend workshops, conferences and symposia; and
- (ix) To perform any other related duties as may be assigned by the supervisor.

QUALIFICATIONS AND EXPERIENCE

Master of Arts in Records and Archives Management or Master of Archives and Records Management and either a Bachelor of Library and Information Studies or Library and Information Management or Archives and Records Management or Information and Records Management from a recognized academic institution. The candidate should possess a GPA of at least 4.0 points at the Master's Level and a minimum GPA of 3.8 points (out of 5 points) at the Bachelor's Level.

SALARY SCALE: PUTS 2.1

6.0 ASSISTANT LECTURER – DISASTER RISK MANAGEMENT, 1 POST

DUTIES AND RESPONSIBILITIES

- (i) To carry out lectures, conduct tutorials, seminars and practicals for undergraduate programmes;
- (ii) To prepare and present case studies;
- (iii) To conduct and publish/disseminate research results;
- (iv) To participate/contribute in curriculum development;
- (v) To recognize students having learning difficulties, intervene and provide assistance and support;
- (vi) To guide students in various academic issues;
- (vii) To participate in consultancy and community services under supervision;
- (viii) To attend workshops, conferences and symposia; and
- (ix) To perform any other related duties as may be assigned by the supervisor.

QUALIFICATIONS AND EXPERIENCE

Master Degree in Disaster Risk Management or Geography and Environmental Studies or Climate Change (Disaster Risk Management) and either a Bachelor Degree in Disaster Risk Management or Geography and Environmental Studies or Climate Change from a recognized academic institution. The candidate should possess a GPA of at least 4.0 points at the Master's Level and a minimum GPA of 3.8 points (out of 5 points) at the Bachelor's Level.

SALARY SCALE PUTS 2.1

7.0 ASSISTANT LECTURER – REMOTE SENSING AND GEOGRAPHICAL INFORMATION SYSTEM, 1 POST

DUTIES AND RESPONSIBILITIES

- (i) To carry out lectures, conduct tutorials, seminars and practicals for undergraduate programmes;
- (ii) To prepare and present case studies;
- (iii) To conduct and publish/disseminate research results;
- (iv) To participate/contribute in curriculum development;
- (v) To recognize students having learning difficulties, intervene and provide assistance and support;
- (vi) To guide students in various academic issues;
- (vii) To participate in consultancy and community services under supervision;

- (viii) To attend workshops, conferences and symposia; and
- (ix) To perform any other related duties as may be assigned by the supervisor.

QUALIFICATIONS AND EXPERIENCE

Master Degree in Geo-informatics or Geography and Environmental Studies (Remote Sensing and Geographical Information Systems) or Geographical Information Systems or Master of Science in Remote Sensing and Geographical Information Systems and a Bachelor Degree in Geography and Environmental Studies from a recognized academic institution. The candidate should possess a GPA of at least 4.0 points at the Master's Level and a minimum GPA of 3.8 points (out of 5 points) at the Bachelor's Level.

SALARY SCALE: PUTS 2.1

8.0 ASSISTANT LECTURER – HISTORY, 2 POSTS

DUTIES AND RESPONSIBILITIES

- (i) To carry out lectures, conduct tutorials, seminars and practicals for undergraduate programmes;
- (ii) To prepare and present case studies;
- (iii) To conduct and publish/disseminate research results;
- (iv) To participate/contribute in curriculum development;
- (v) To recognize students having learning difficulties, intervene and provide assistance and support;
- (vi) To guide students in various academic issues;
- (vii) To participate in consultancy and community services under supervision;
- (viii) To attend workshops, conferences and symposia; and
- (ix) To perform any other related duties as may be assigned by the supervisor.

QUALIFICATIONS AND EXPERIENCE

Master of Arts in History or Arts with Education (History) and either a Bachelor of Arts in History or Arts with Education or Education in Arts (History) from a recognized academic institution. The candidate should possess a GPA of at least 4.0 points at the Master's Level and a minimum GPA of 3.8 points (out of 5 points) at the Bachelor's Level.

SALARY SCALE: PUTS 2.1

9.0 ASSISTANT LECTURER – DEVELOPMENT STUDIES, 2 POSTS

DUTIES AND RESPONSIBILITIES

- (i) To carry out lectures, conduct tutorials, seminars and practicals for undergraduate programmes;
- (ii) To prepare and present case studies;
- (iii) To conduct and publish/disseminate research results;
- (iv) To participate/contribute in curriculum development;
- (v) To recognize students having learning difficulties, intervene and provide assistance and support;
- (vi) To guide students in various academic issues;
- (vii) To participate in consultancy and community services under supervision;
- (viii) To attend workshops, conferences and symposia; and
- (ix) To perform any other related duties as may be assigned by the supervisor.

QUALIFICATIONS AND EXPERIENCE

Master of Arts in Development Studies or Arts in Development, Planning and Policy Analysis or Arts in Rural Development or Arts in Gender Studies and either a Bachelor of Arts with Education or Bachelor of Education in Arts or Bachelor of Development Studies or Gender Studies or Entrepreneurship from a recognized academic institution. The candidate should possess a GPA of at least 4.0 points at the Master's Level and a minimum GPA of 3.8 points (out of 5 points) at the Bachelor's Level.

SALARY SCALE: PUTS 2.1

10.0 ASSISTANT LECTURER – ELECTRONICS, 1 POST

DUTIES AND RESPONSIBILITIES

- (i) To carry out lectures, conduct tutorials, seminars and practicals for undergraduate programmes;
- (ii) To prepare and present case studies;
- (iii) To conduct and publish/disseminate research results;
- (iv) To participate/contribute in curriculum development;
- (v) To recognize students having learning difficulties, intervene and provide assistance and support;
- (vi) To guide students in various academic issues;
- (vii) To participate in consultancy and community services under supervision;

- (viii) To attend workshops, conferences and symposia; and
- (ix) To perform any other related duties as may be assigned by the supervisor.

QUALIFICATIONS AND EXPERIENCE

Master of Science in Electronics and either a Bachelor of Science in Physics (electronics) or Science in Physics or Science with Education (Physics) or Bachelor of Education in Sciences (Physics) from a recognized academic institution. The candidate should possess a GPA of at least 4.0 points at Master's Level and a minimum GPA of 3.8 points (out of 5 points) at Bachelor's Level.

SALARY SCALE: PUTS 2.1

11.0 ASSISTANT LECTURER – MATHEMATICAL STATISTICS, 1 POST

DUTIES AND RESPONSIBILITIES

- (i) To carry out lectures, conduct tutorials, seminars and practicals for undergraduate programmes;
- (ii) To prepare and present case studies;
- (iii) To conduct and publish/disseminate research results;
- (iv) To participate/contribute in curriculum development;
- (v) To recognize students having learning difficulties, intervene and provide assistance and support;
- (vi) To guide students in various academic issues;
- (vii) To participate in consultancy and community services under supervision;
- (viii) To attend workshops, conferences and symposia; and
- (ix) To perform any other related duties as may be assigned by the supervisor.

QUALIFICATIONS AND EXPERIENCE

Master of Science in Mathematical Statistics or Master of Statistics and either a Bachelor of Science in Mathematics or Science with Education (Mathematics) or Science (Mathematics) or Science in Mathematical Statistics or Bachelor of Education in Science from a recognized academic institution. The candidate should possess a GPA of at least 4.0 points at the Master's Level and a minimum GPA of 3.8 points (out of 5 points) at the Bachelor's Level.

SALARY SCALE: PUTS 2.1

12.0 ASSISTANT LECTURER – PROGRAMMING, 1 POST

DUTIES AND RESPONSIBILITIES

- (i) To carry out lectures, conduct tutorials, seminars and practicals for undergraduate programmes;
- (ii) To prepare and present case studies;
- (iii) To conduct and publish/disseminate research results;
- (iv) To participate/contribute in curriculum development;
- (v) To recognize students having learning difficulties, intervene and provide assistance and support;
- (vi) To guide students in various academic issues;
- (vii) To participate in consultancy and community services under supervision;
- (viii) To attend workshops, conferences and symposia; and
- (ix) To perform any other related duties as may be assigned by the supervisor.

QUALIFICATIONS AND EXPERIENCE

Master of Science in Machine Learning or Software Engineering or Information System Development or Science in Computer Science and either a Bachelor of Science in Computer Science or Science in Information Systems or Science in Software Engineering or Science in Information Technology or Science in Informatics from a recognized academic institution. The candidate should possess a GPA of at least 4.0 points at the Master's Level and a minimum GPA of 3.8 points (out of 5 points) at the Bachelor's Level.

SALARY SCALE: PUTS 2.1

13.0 ASSISTANT LECTURER – MOLECULAR BIOLOGY AND BIOTECHNOLOGY/ GENETICS, 1 POST

DUTIES AND RESPONSIBILITIES

- (i) To carry out lectures, conduct tutorials, seminars and practicals for undergraduate programmes;
- (ii) To prepare and present case studies;
- (iii) To conduct and publish/disseminate research results;
- (iv) To participate/contribute in curriculum development;
- (v) To recognize students having learning difficulties, intervene and provide assistance and support;
- (vi) To guide students in various academic issues;

- (vii) To participate in consultancy and community services under supervision;
- (viii) To attend workshops, conferences and symposia; and
- (ix) To perform any other related duties as may be assigned by the supervisor.

QUALIFICATIONS AND EXPERIENCE

Master of Science in Molecular Biology or Molecular Genetics or Molecular Biology and Biotechnology or Biotechnology or Genetics and either a Bachelor of Science in Molecular Biology and Biotechnology or Molecular Biology and Genetics or Genetics or Science Immunization and Microbiology or Biotechnology or Microbiology and Molecular Biology from a recognized academic institution. The candidate should possess a GPA of at least 4.0 points at the Master's Level and a minimum GPA of 3.8 points (out of 5 points) at the Bachelors Level.

SALARY SCALE: PUTS 2.1

14.0 ASSISTANT LECTURER – PLANT PATHOLOGY, 1 POST

DUTIES AND RESPONSIBILITIES

- (i) To carry out lectures, conduct tutorials, seminars and practicals for undergraduate programmes;
- (ii) To prepare and present case studies;
- (iii) To conduct and publish/disseminate research results;
- (iv) To participate/contribute in curriculum development;
- (v) To recognize students having learning difficulties, intervene and provide assistance and support;
- (vi) To guide students in various academic issues;
- (vii) To participate in consultancy and community services under supervision;
- (viii) To attend workshops, conferences and symposia; and
- (ix) To perform any other related duties as may be assigned by the supervisor.

QUALIFICATIONS AND EXPERIENCE

Master of Science in Plant Pathology or Botany or Plant Sciences and Diseases Control or Plant Sciences and either a Bachelor of Science in Plant pathology or Botany or Plant Sciences from a recognized academic institution. The candidate should possess a GPA of at least 4.0 points at the Master's Level and a minimum GPA of 3.8 points (out of 5 points) at the Bachelor's Level.

SALARY SCALE: PUTS 2.1

15.0 ASSISTANT LECTURER – MICROBIOLOGY/VIROLOGY, 1 POST

DUTIES AND RESPONSIBILITIES

- (i) To carry out lectures, conduct tutorials, seminars and practicals for undergraduate programmes;
- (ii) To prepare and present case studies;
- (iii) To conduct and publish/disseminate research results;
- (iv) To participate/contribute in curriculum development;
- (v) To recognize students having learning difficulties, intervene and provide assistance and support;
- (vi) To guide students in various academic issues;
- (vii) To participate in consultancy and community services under supervision;
- (viii) To attend workshops, conferences and symposia; and
- (ix) To perform any other related duties as may be assigned by the supervisor.

QUALIFICATIONS AND EXPERIENCE

Master of Science in Microbiology or Virology or Immunology and either a Bachelor of Science in Microbiology or any relevant Bachelor of Science Degree from a recognised academic institution. The candidate should possess a GPA of at least 4.0 points at the Master's Level and a minimum GPA of 3.8 points (out of 5 points) at the Bachelors Level.

SALARY SCALE: PUTS 2.1

16.0 ASSISTANT LECTURER – ANALYTICAL CHEMISTRY, 1 POST

DUTIES AND RESPONSIBILITIES

- (i) To carry out lectures, conduct tutorials, seminars and practicals for undergraduate programmes;
- (ii) To prepare and present case studies;
- (iii) To conduct and publish/disseminate research results;
- (iv) To participate/contribute in curriculum development;
- (v) To recognize students having learning difficulties, intervene and provide assistance and support;
- (vi) To guide students in various academic issues;
- (vii) To participate in consultancy and community services under supervision;
- (viii) To attend workshops, conferences and symposia; and
- (ix) To perform any other related duties as may be assigned by the supervisor.

QUALIFICATIONS AND EXPERIENCE

Master of Science in Chemistry or Science with Education (Chemistry) or Science in Environmental Chemistry or Science in Industrial Chemistry and either a Bachelor of Science with Education (Chemistry) or Bachelor of Science in Chemistry or Chemistry and Physics or Bachelor of Education in Science (Chemistry) from a recognized academic institution. The candidate should possess a GPA of at least 4.0 points at the Master's Level and a minimum GPA of 3.8 points (out of 5 points) at the Bachelor's Level.

SALARY SCALE: PUTS 2.1

17.0 ASSISTANT LECTURER – COMPUTATIONAL CHEMISTRY, 1 POST

DUTIES AND RESPONSIBILITIES

- (i) To carry out lectures, conduct tutorials, seminars and practicals for undergraduate programmes;
- (ii) To prepare and present case studies;
- (iii) To conduct and publish/disseminate research results;
- (iv) To participate/contribute in curriculum development;
- (v) To recognize students having learning difficulties, intervene and provide assistance and support;
- (vi) To guide students in various academic issues;
- (vii) To participate in consultancy and community services under supervision;
- (viii) To attend workshops, conferences and symposia; and
- (ix) To perform any other related duties as may be assigned by the supervisor.

QUALIFICATIONS AND EXPERIENCE

Master of Science in Chemistry (Computational Chemistry) or Science in Material Science and Engineering or Science in Materials Chemistry and either a Bachelor Degree of Science with Education (Chemistry) or Bachelor of Science in Chemistry or Bachelor of Science in Chemistry and Physics or Bachelor of Education in Science (Chemistry) from a recognized academic institution. The candidate should possess a GPA of at least 4.0 points at the Master's Level and a minimum GPA of 3.8 points (out of 5 points) at the Bachelor's Level.

SALARY SCALE: PUTS 2.1

18.0 ASSISTANT LECTURER – FRENCH EDUCATION, 1 POST

DUTIES AND RESPONSIBILITIES

- (i) To carry out lectures, conduct tutorials, seminars and practicals for undergraduate programmes;
- (ii) To prepare and present case studies;
- (iii) To conduct and publish/disseminate research results;
- (iv) To participate/contribute in curriculum development;
- (v) To recognize students having learning difficulties, intervene and provide assistance and support;
- (vi) To guide students in various academic issues;
- (vii) To participate in consultancy and community services under supervision;
- (viii) To attend workshops, conferences and symposia; and
- (ix) To perform any other related duties as may be assigned by the supervisor.

QUALIFICATIONS AND EXPERIENCE

Master of Education in Arts or Education in Curriculum Studies or Master of Arts with Education or Arts in French Education and either a Bachelor of Arts with Education (French as a teaching subject) or Bachelor of Education in Arts (French as a teaching subject) from a recognized academic institution. The candidate should possess a GPA of at least 4.0 points at Master's Level and a minimum GPA of 3.8 points (out of 5 points) at Bachelor's Level.

SALARY SCALE: PUTS 2.1

19.0 ASSISTANT LECTURER – EDUCATIONAL PSYCHOLOGY (GUIDANCE AND COUNSELLING), 3 POSTS

DUTIES AND RESPONSIBILITIES

- (i) To carry out lectures, conduct tutorials, seminars and practicals for undergraduate programmes;
- (ii) To prepare and present case studies;
- (iii) To conduct and publish/disseminate research results;
- (iv) To participate/contribute in curriculum development;
- (v) To recognize students having learning difficulties, intervene and provide assistance and support;
- (vi) To guide students in various academic issues;
- (vii) To participate in consultancy and community services under supervision;

- (viii) To attend workshops, conferences and symposia; and
- (ix) To perform any other related duties as may be assigned by the supervisor.

QUALIFICATIONS AND EXPERIENCE

Master of Arts in Applied Social Psychology or Master of Applied Social Psychology or Psychology or Educational Psychology or Master of Education (Guidance and Counselling) or Master of Science in Counselling Psychology and either a Bachelor of Educational Psychology or related degree with substantial courses in Guidance and Counselling from a recognized academic institution. The candidate should possess a GPA of at least 4.0 points at Master's Level and a minimum GPA of 3.8 points (out of 5 points) at Bachelor's Level.

SALARY SCALE: PUTS 2.1

20.0 ASSISTANT LECTURER – ECONOMICS TEACHING METHODS, 1 POST

DUTIES AND RESPONSIBILITIES

- (i) To carry out lectures, conduct tutorials, seminars and practicals for undergraduate programmes;
- (ii) To prepare and present case studies;
- (iii) To conduct and publish/disseminate research results;
- (iv) To participate/contribute in curriculum development;
- (v) To recognize students having learning difficulties, intervene and provide assistance and support;
- (vi) To guide students in various academic issues;
- (vii) To participate in consultancy and community services under supervision;
- (viii) To attend workshops, conferences and symposia; and
- (ix) To perform any other related duties as may be assigned by the supervisor.

QUALIFICATIONS AND EXPERIENCE

Master of Education in Arts or Master of Arts with Education or Education in Curriculum Studies or Educational Leadership and Policy Studies or Educational Management and Administration and either a Bachelor of Arts with Education (Economics as a subject of specialisation) or Bachelor of Education in Arts (Economics as a subject of specialisation) from a recognized academic institution. The candidate should possess a GPA of at least 4.0 points at Master's Level and a minimum GPA of 3.8 points (out of 5 points) at Bachelor's Level.

SALARY SCALE: PUTS 2.1

21.0 ASSISTANT LECTURER – FINANCE AND ECONOMICS OF EDUCATION, 1 POST DUTIES AND RESPONSIBILITIES

- (i) To carry out lectures, conduct tutorials, seminars and practicals for undergraduate programmes;
- (ii) To prepare and present case studies;
- (iii) To conduct and publish/disseminate research results;
- (iv) To participate/contribute in curriculum development;
- (v) To recognize students having learning difficulties, intervene and provide assistance and support;
- (vi) To guide students in various academic issues;
- (vii) To participate in consultancy and community services under supervision;
- (viii) To attend workshops, conferences and symposia; and
- (ix) To perform any other related duties as may be assigned by the supervisor.

QUALIFICATIONS AND EXPERIENCE

Master of Education in Educational Leadership and Management or Arts in Education Management or Educational Leadership and Policy Studies or Business Administration with a Bachelor of Education in Arts or Master of Business Administration with a Bachelor of Education in Sciences or Master of Economics with a Bachelor of Education in Arts or Master of Economics with a Bachelor of Education in Sciences or Master of Finance with a Bachelor of Education in Arts or Master of Finance with a Bachelor of Education in Sciences or Master of Entrepreneurship and Enterprise Development with a Bachelor of Education in Arts or Master of Entrepreneurship and Enterprise Development with a Bachelor of Education in Sciences from a recognized academic institution. A background in entrepreneurship education will be an added advantage. The candidate should possess a GPA of at least 4.0 points at the Master's Level and a minimum GPA of 3.8 points (out of 5 points) at the Bachelor's Level.

SALARY SCALE: PUTS 2.1

22.0 ASSISTANT LECTURER – EDUCATIONAL MANAGEMENT, 1 POST DUTIES AND RESPONSIBILITIES

- (i) To carry out lectures, conduct tutorials, seminars and practicals for undergraduate programmes;
- (ii) To prepare and present case studies;

- (iii) To conduct and publish/disseminate research results;
- (iv) To participate/contribute in curriculum development;
- (v) To recognize students having learning difficulties, intervene and provide assistance and support;
- (vi) To guide students in various academic issues;
- (vii) To participate in consultancy and community services under supervision;
- (viii) To attend workshops, conferences and symposia; and
- (ix) To perform any other related duties as may be assigned by the supervisor.

QUALIFICATIONS AND EXPERIENCE

Master of Education in Educational Leadership and Management or Educational Management and Administration or Educational Leadership and Policy Studies or Education in Administration, Planning and Policy Studies or Master of Business Administration or Entrepreneurship and Enterprise Development with either a Bachelor of Education in Arts or Education in Sciences or a Bachelor of Science with Education or Bachelor of Arts with Education from a recognized academic institution. The candidate should possess a GPA of at least 4.0 points at the Master's Level and a minimum GPA of 3.8 points (out of 5 points) at the Bachelor's Level.

SALARY SCALE: PUTS 2.1

23.0 ASSISTANT LECTURER – HISTORY OF EDUCATION, 1 POST

DUTIES AND RESPONSIBILITIES

- (i) To carry out lectures, conduct tutorials, seminars and practicals for undergraduate programmes;
- (ii) To prepare and present case studies;
- (iii) To conduct and publish/disseminate research results;
- (iv) To participate/contribute in curriculum development;
- (v) To recognize students having learning difficulties, intervene and provide assistance and support;
- (vi) To guide students in various academic issues;
- (vii) To participate in consultancy and community services under supervision;
- (viii) To attend workshops, conferences and symposia; and
- (ix) To perform any other related duties as may be assigned by the supervisor.

QUALIFICATIONS AND EXPERIENCE

Master of Arts in Education (History of Education) or Master of Education in Arts (History of Education) or any other relevant Master's Degree and either Bachelor of Education in Arts or Bachelor of Arts with Education from a recognized academic institution. The candidate should possess a GPA of at least 4.0 points at Master's Level and a minimum GPA of 3.8 points (out of 5 points) at Bachelor's Level.

SALARY SCALE: PUTS 2.1

24.0 ASSISTANT LECTURER – SOCIOLOGY OF EDUCATION, 1 POST

DUTIES AND RESPONSIBILITIES

- (i) To carry out lectures, conduct tutorials, seminars and practicals for undergraduate programmes;
- (ii) To prepare and present case studies;
- (iii) To conduct and publish/disseminate research results;
- (iv) To participate/contribute in curriculum development;
- (v) To recognize students having learning difficulties, intervene and provide assistance and support;
- (vi) To guide students in various academic issues;
- (vii) To participate in consultancy and community services under supervision;
- (viii) To attend workshops, conferences and symposia; and
- (ix) To perform any other related duties as may be assigned by the supervisor.

QUALIFICATIONS AND EXPERIENCE

Master of Arts in Education (Sociology) or Master of Education with Arts (Sociology) and either a Bachelor of Education in Arts or Bachelor of Arts with Education from a recognized academic institution. The candidate should possess a GPA of at least 4.0 points at Master's Level and a minimum GPA of 3.8 points (out of 5 points) at Bachelor's Level.

SALARY SCALE: PUTS 2.1

25.0 TUTORIAL ASSISTANT - DISASTER RISK MANAGEMENT, 1 POST

DUTIES AND RESPONSIBILITIES

This is a training post; hence, the staff is required to:

- (i) Undergo Master Degree training programme;
- (ii) Undergo an induction course in pedagogical skills for those who had none before;

- (iii) Undergo mentorship under senior members, including attending lectures, seminars, tutorials, and practical training.
- (iv) Conduct tutorials, seminars and practicals;
- (v) Assist in research, consultancy and outreach activities; and
- (vi) Perform any other duties that may be assigned by the Head of Department.

QUALIFICATIONS AND EXPERIENCE

Bachelor of Disaster Risk Management or Geography and Environmental Studies or Climate Change or Bachelor of Arts with Education (Geography) or Bachelor of Education in Arts (Geography) from a recognized academic institution. The candidate should possess a GPA of at least 3.8 points (out of 5 points) and a minimum of B+ in Disaster Risk Management subjects.

SALARY SCALE: PUTS 1.1

26.0 TUTORIAL ASSISTANT - INSURANCE, 1 POST

DUTIES AND RESPONSIBILITIES

This is a training post; hence, the staff is required to:

- (i) Undergo Master Degree training programme;
- (ii) Undergo an induction course in pedagogical skills for those who had none before;
- (iii) Undergo mentorship under senior members, including attending lectures, seminars, tutorials, and practical training.
- (iv) Conduct tutorials, seminars and practicals;
- (v) Assist in research, consultancy and outreach activities; and
- (vi) Perform any other duties that may be assigned by the Head of Department.

QUALIFICATIONS AND EXPERIENCE

Bachelor of Insurance and Risk Management from a recognized academic institution. The candidate should possess a GPA of at least 3.8 points (out of 5 points) and a minimum of B+ in Insurance subjects.

SALARY SCALE: PUTS 1.1

27.0 TUTORIAL ASSISTANT - METEOROLOGY AND CLIMATE CHANGE 1 POST

DUTIES AND RESPONSIBILITIES

This is a training post; hence, the staff is required to:

- (i) Undergo Master Degree training programme;

- (ii) Undergo an induction course in pedagogical skills for those who had none before;
- (iii) Undergo mentorship under senior members, including attending lectures, seminars, tutorials, and practical training.
- (iv) Conduct tutorials, seminars and practicals;
- (v) Assist in research, consultancy and outreach activities; and
- (vi) Perform any other duties that may be assigned by the Head of Department.

QUALIFICATIONS AND EXPERIENCE

Bachelor of Geography and Environmental Studies or Climate Management or any other relevant Bachelor's Degree from a recognized academic institution. The candidate should possess a GPA of at least 3.8 points (out of 5 points) and a minimum of B+ in Meteorology and Climate Change subjects.

SALARY SCALE: PUTS 1.1

28.0 TUTORIAL ASSISTANT - INTERNATIONAL/MONETARY ECONOMICS, 1 POST DUTIES AND RESPONSIBILITIES

This is a training post; hence, the staff is required to:

- (i) Undergo Master Degree training programme;
- (ii) Undergo an induction course in pedagogical skills for those who had none before;
- (iii) Undergo mentorship under senior members, including attending lectures, seminars, tutorials, and practical training.
- (iv) Conduct tutorials, seminars and practicals;
- (v) Assist in research, consultancy and outreach activities; and
- (vi) Perform any other duties that may be assigned by the Head of Department.

QUALIFICATIONS AND EXPERIENCE

Bachelor of Economics or Bachelor of Arts with Education (Economics) or Bachelor of Economics and Statistics or Bachelor of Education in Arts (Economics) from a recognized academic institution. The candidate should possess a GPA of at least 3.8 points (out of 5 points) and a minimum of B+ in International / Monetary Economics subjects.

SALARY SCALE: PUTS 1.1

29.0 TUTORIAL ASSISTANT - POLITICAL SCIENCE AND PUBLIC ADMINISTRATION, 1 POST

DUTIES AND RESPONSIBILITIES

This is a training post; hence, the staff is required to:

- (i) Undergo Masters Degree training programme;
- (ii) Undergo an induction course in pedagogical skills for those who had none before;
- (iii) Undergo mentorship under senior members, including attending lectures and seminars, tutorials and practical training.
- (iv) Conduct tutorials, seminars and practicals;
- (v) Assist in research, consultancy and outreach activities; and
- (vi) Perform any other duties that may be assigned by the Head of Department.

QUALIFICATIONS AND EXPERIENCE

Bachelor of Arts in Political Science and Public Administration or Arts with Education (Political Science and Public Administration) from a recognized academic institution. The candidate should possess a GPA of at least 3.8 points (out of 5 points) and a minimum of B+ in Political Science and Public Administration subjects.

SALARY SCALE: PUTS 1.1

30.0 TUTORIAL ASSISTANT - HISTORY, 2 POSTS

DUTIES AND RESPONSIBILITIES

This is a training post; hence, the staff is required to:

- (i) Undergo Masters Degree training programme;
- (ii) Undergo an induction course in pedagogical skills for those who had none before;
- (iii) Undergo mentorship under senior members, including attending lectures and seminars, tutorials and practical training.
- (iv) Conduct tutorials, seminars and practicals;
- (v) Assist in research, consultancy and outreach activities; and
- (vi) Perform any other duties that may be assigned by the Head of Department.

QUALIFICATIONS AND EXPERIENCE

Bachelor of Arts in History or Arts with Education (History) or Bachelor of Education in Arts (History) from a recognized academic institution. The candidate should possess a GPA of at least 3.8 points (out of 5 points) and a minimum of B⁺ in History subjects.

SALARY SCALE: PUTS 1.1

31.0 TUTORIAL ASSISTANT - ISIMU YA KISWAHILI, 3 POSTS

DUTIES AND RESPONSIBILITIES

This is a training post; hence, the staff is required to:

- (i) Undergo Masters Degree training programme;
- (ii) Undergo an induction course in pedagogical skills for those who had none before;
- (iii) Undergo mentorship under senior members, including attending lectures, seminars, tutorials, and practical training.
- (iv) Conduct tutorials, seminars and practicals;
- (v) Assist in research, consultancy and outreach activities; and
- (vi) Perform any other duties that may be assigned by the Head of Department.

QUALIFICATIONS AND EXPERIENCE

Bachelor of Arts in Language Studies or Arts in Kiswahili or Arts in Kiswahili Linguistics or Arts with Education (Kiswahili) or Bachelor of Education in Arts (Kiswahili Linguistics) from a recognized academic institution. The candidate should possess a minimum GPA of 3.8 points out of 5; and a minimum of B⁺ in *Isimu ya Kiswahili* subjects.

SALARY SCALE: PUTS 1.1

32.0 TUTORIAL ASSISTANT - FASIHI YA KISWAHILI, 3 POSTS

DUTIES AND RESPONSIBILITIES

This is a training post; hence, the staff is required to:

- (i) Undergo Masters Degree training programme;
- (ii) Undergo an induction course in pedagogical skills for those who had none before;
- (iii) Undergo mentorship under senior members, including attending lectures, seminars, tutorials, and practical training.
- (iv) Conduct tutorials, seminars and practicals;
- (v) Assist in research, consultancy and outreach activities; and
- (vi) Perform any other duties that may be assigned by the Head of Department.

QUALIFICATIONS AND EXPERIENCE

Bachelor of Arts in Language Studies or Arts in Kiswahili or Arts in Kiswahili Literature or Arts with Education (Kiswahili) or Bachelor of Education in Arts (Kiswahili Literature) from a recognized academic institution. The candidate should possess a minimum GPA of 3.8 points out of 5; and a minimum of B+ in *Fasihi ya Kiswahili* subjects.

SALARY SCALE: PUTS 1.1

33.0 TUTORIAL ASSISTANT - LITERATURE, 3 POSTS

DUTIES AND RESPONSIBILITIES

This is a training post; hence, the staff is required to:

- (i) Undergo Masters Degree training programme;
- (ii) Undergo an induction course in pedagogical skills for those who had none before;
- (iii) Undergo mentorship under senior members, including attending lectures, seminars, tutorials, and practical training.
- (iv) Conduct tutorials, seminars and practicals;
- (v) Assist in research, consultancy and outreach activities; and
- (vi) Perform any other duties that may be assigned by the Head of Department.

QUALIFICATIONS AND EXPERIENCE

Bachelor of Arts in Literature or Bachelor of Arts with Education (Literature) or Bachelor of Education in Arts (Literature) from a recognized academic institution. The candidate should possess a minimum GPA of 3.8 points out of 5; and a minimum of B+ in Literature subjects.

SALARY SCALE: PUTS 1.1

34.0 TUTORIAL ASSISTANT - LINGUISTICS, 3 POSTS

DUTIES AND RESPONSIBILITIES

This is a training post; hence, the staff is required to:

- (i) Undergo Masters Degree training programme;
- (ii) Undergo an induction course in pedagogical skills for those who had none before;
- (iii) Undergo mentorship under senior members, including attending lectures, seminars, tutorials, and practical training.
- (iv) Conduct tutorials, seminars and practicals;
- (v) Assist in research, consultancy and outreach activities; and
- (vi) Perform any other duties that may be assigned by the Head of Department.

QUALIFICATIONS AND EXPERIENCE

Bachelor of Arts in Language Studies or Arts in Linguistics or Arts with Education (Language Studies) or Linguistics or Bachelor of Education in Arts (Language Studies) or Linguistics from a recognized academic institution. The candidate should possess a minimum GPA of 3.8 points out of 5; and a minimum of B⁺ in Linguistics subjects.

SALARY SCALE: PUTS 1.1

35.0 TUTORIAL ASSISTANT - NUCLEAR PHYSICS, 1 POST

DUTIES AND RESPONSIBILITIES

This is a training post; hence, the staff is required to:

- (i) Undergo Masters Degree training programme;
- (ii) Undergo an induction course in pedagogical skills for those who had none before;
- (iii) Undergo mentorship under senior members, including attending lectures, seminars, tutorials, and practical training.
- (iv) Conduct tutorials, seminars and practicals;
- (v) Assist in research, consultancy and outreach activities; and
- (vi) Perform any other duties that may be assigned by the Head of Department.

QUALIFICATIONS AND EXPERIENCE

Bachelor of Science in Physics or Science with Education (Physics) or Bachelor of Education in Science (Physics) from a recognized academic institution. The candidate should possess a minimum GPA of 3.8 points out of 5; and a minimum of B⁺ in Nuclear Physics subjects.

SALARY SCALE: PUTS 1.1

36.0 TUTORIAL ASSISTANT - MATHEMATICAL STATISTICS, 1 POST

DUTIES AND RESPONSIBILITIES

This is a training post; hence, the staff is required to:

- (i) Undergo Masters Degree training programme;
- (ii) Undergo an induction course in pedagogical skills for those who had none before;
- (iii) Undergo mentorship under senior members, including attending lectures and seminars, tutorials and practical training.
- (iv) Conduct tutorials, seminars and practicals;
- (v) Assist in research, consultancy and outreach activities; and
- (vi) Perform any other duties that may be assigned by the Head of Department.

QUALIFICATIONS AND EXPERIENCE

Bachelor of Science in Mathematics and Statistics or Mathematics or Bachelor of Education in Science (Mathematics) from a recognized academic institution. The candidate should possess a minimum GPA of 3.8 points out of 5; and a minimum of B+ in Mathematics and Statistics subjects.

SALARY SCALE: PUTS 1.1

37.0 TUTORIAL ASSISTANT - PURE MATHEMATICS, 1 POST

DUTIES AND RESPONSIBILITIES

This is a training post; hence, the staff is required to:

- (i) Undergo Masters Degree training programme;
- (ii) Undergo an induction course in pedagogical skills for those who had none before;
- (iii) undergo mentorship under senior members, including attending lectures, seminars, tutorials, and practical training.
- (iv) Conduct tutorials, seminars and practicals;
- (v) Assist in research, consultancy and outreach activities; and
- (vi) Perform any other duties that may be assigned by the Head of Department.

QUALIFICATIONS AND EXPERIENCE

Bachelor of Science in Mathematics or Science with Education (Mathematics) or Bachelor of Education in Science (Mathematics) from a recognized academic institution. The candidate should possess a minimum GPA of 3.8 points out of 5; and a minimum of B+ in **Pure** Mathematics subjects.

SALARY SCALE: PUTS 1.1

38.0 TUTORIAL ASSISTANT - DATA SCIENCE, 1 POST

DUTIES AND RESPONSIBILITIES

This is a training post; hence, the staff is required to:

- (i) Undergo Masters Degree training programme;
- (ii) Undergo an induction course in pedagogical skills for those who had none before;
- (iii) Undergo mentorship under senior members, including attending lectures, seminars, tutorials, and practical training.
- (iv) Conduct tutorials, seminars and practicals;
- (v) Assist in research, consultancy and outreach activities; and
- (vi) Perform any other duties that may be assigned by the Head of Department.

QUALIFICATIONS AND EXPERIENCE

Bachelor of Science in Computer Science or Science in Information Systems or Science in Software Engineering or Science in Information Technology or Science in Informatics from a recognized academic institution. The candidate should possess a minimum GPA of 3.8 points out of 5; and a minimum of B⁺ in Computer Science subjects.

SALARY SCALE: PUTS 1.1

39.0 TUTORIAL ASSISTANT - MOLECULAR BIOLOGY AND BIOTECHNOLOGY/GENETICS, 1 POST

DUTIES AND RESPONSIBILITIES

This is a training post; hence, the staff is required to:

- (i) Undergo Masters Degree training programme;
- (ii) Undergo an induction course in pedagogical skills for those who had none before;
- (iii) Undergo mentorship under senior members, including attending lectures, seminars, tutorials, and practical training.
- (iv) Conduct tutorials, seminars and practicals;
- (v) Assist in research, consultancy and outreach activities; and
- (vi) Perform any other duties that may be assigned by the Head of Department.

QUALIFICATIONS AND EXPERIENCE

Bachelor of Science in Molecular Biology or Science in Molecular Biology and Biotechnology or Science in Molecular Biology and Genetics or Science in Genetics or Science in Immunization and Microbiology or Science in Biotechnology or Science in Microbiology and Molecular Biology from a recognized academic institution. The candidate should possess a minimum GPA of 3.8 points out of 5; and a minimum of B⁺ in Molecular Biology or Biotechnology or Genetics subjects.

SALARY SCALE: PUTS 1.1

40.0 TUTORIAL ASSISTANT - PLANT PATHOLOGY, 1 POST

DUTIES AND RESPONSIBILITIES

This is a training post; hence, the staff is required to:

- (i) Undergo Masters Degree training programme;
- (ii) Undergo an induction course in pedagogical skills for those who had none before;

- (iii) Undergo mentorship under senior members, including attending lectures, seminars, tutorials, and practical training.
- (iv) Conduct tutorials, seminars and practicals;
- (v) Assist in research, consultancy and outreach activities; and
- (vi) Perform any other duties that may be assigned by the Head of Department.

QUALIFICATIONS AND EXPERIENCE

Bachelor of Science in Plant Pathology or Science in Botany or Science in Plant Sciences from a recognized academic institution. The candidate should possess a minimum GPA of 3.8 points out of 5; and a minimum of B⁺ in Plant Pathology related subjects.

SALARY SCALE: PUTS 1.1

41.0 TUTORIAL ASSISTANT - ORGANIC CHEMISTRY, 1 POST

DUTIES AND RESPONSIBILITIES

This is a training post; hence, the staff is required to:

- (i) Undergo Masters Degree training programme;
- (ii) Undergo an induction course in pedagogical skills for those who had none before;
- (iii) Undergo mentorship under senior members, including attending lectures, seminars, tutorials, and practical training.
- (iv) Conduct tutorials, seminars and practicals;
- (v) Assist in research, consultancy and outreach activities; and
- (vi) Perform any other duties that may be assigned by the Head of Department.

QUALIFICATIONS AND EXPERIENCE

Bachelor of Science with Education or Science in Chemistry or Science in Petroleum Chemistry or Science in Chemistry and Physics or Bachelor of Education in Science (Chemistry) from a recognized academic institution. The candidate should possess a minimum GPA of 3.8 points out of 5; and a minimum of B⁺ in Organic Chemistry subjects.

SALARY SCALE: PUTS 1.1

42.0 TUTORIAL ASSISTANT - INORGANIC CHEMISTRY, 1 POST

DUTIES AND RESPONSIBILITIES

This is a training post; hence, the staff is required to:

- (i) Undergo Masters Degree training programme;
- (ii) Undergo an induction course in pedagogical skills for those who had none before;

- (iii) Undergo mentorship under senior members, including attending lectures, seminars, tutorials, and practical training;
- (iv) Conduct tutorials, seminars and practicals;
- (v) Assist in research, consultancy and outreach activities; and
- (vi) Perform any other duties that may be assigned by the Head of Department.

QUALIFICATIONS AND EXPERIENCE

Bachelor of Science with Education or Science in Chemistry or Science in Chemistry and Physics or Bachelor of Education in Science (Chemistry) from a recognized academic institution. The candidate should possess a minimum GPA of 3.8 points out of 5; and a minimum of B+ in Inorganic Chemistry subjects.

SALARY SCALE: PUTS 1.1

43.0 TUTORIAL ASSISTANT - PHYSICAL CHEMISTRY, 1 POST

DUTIES AND RESPONSIBILITIES

This is a training post; hence, the staff is required to:

- (i) Undergo Masters Degree training programme;
- (ii) Undergo an induction course in pedagogical skills for those who had none before;
- (iii) undergo mentorship under senior members, including attending lectures, seminars, tutorials, and practical training.
- (iv) Conduct tutorials, seminars and practicals;
- (v) Assist in research, consultancy and outreach activities; and
- (vi) Perform any other duties that may be assigned by the Head of Department.

QUALIFICATIONS AND EXPERIENCE

Bachelor of Science with Education or Science in Chemistry or Science in Chemistry and Physics or Bachelor of Education in Science (Chemistry) from a recognized academic institution. The candidate should possess a minimum GPA of 3.8 points out of 5; and a minimum of B+ in Physical Chemistry subjects.

SALARY SCALE: PUTS 1.1

44.0 TUTORIAL ASSISTANT - FRENCH EDUCATION, 1 POST

DUTIES AND RESPONSIBILITIES

This is a training post; hence, the staff is required to:

- (i) Undergo Masters Degree training programme;

- (ii) Undergo an induction course in pedagogical skills for those who had none before;
- (iii) Undergo mentorship under senior members, including attending lectures, seminars, tutorials, and practical training.
- (iv) Conduct tutorials, seminars and practicals;
- (v) Assist in research, consultancy and outreach activities; and
- (vi) Perform any other duties that may be assigned by the Head of Department.

QUALIFICATIONS AND EXPERIENCE

Bachelor of Arts with Education (French) or Bachelor of Education in Arts (French) or Bachelor of Arts in French Education from a recognized academic institution. The candidate should possess a minimum GPA of 3.8 points out of 5; and a minimum of B+ in French subjects.

SALARY SCALE: PUTS 1.1

45.0 TUTORIAL ASSISTANT - EDUCATIONAL MEDIA AND TECHNOLOGY, 1 POST DUTIES AND RESPONSIBILITIES

This is a training post; hence, the staff is required to:

- (i) Undergo Masters Degree training programme;
- (ii) Undergo an induction course in pedagogical skills for those who had none before;
- (iii) Undergo mentorship under senior members, including attending lectures, seminars, tutorials, and practical training.
- (iv) Conduct tutorials, seminars and practicals;
- (v) Assist in research, consultancy and outreach activities; and
- (vi) Perform any other duties that may be assigned by the Head of Department.

QUALIFICATIONS AND EXPERIENCE

Bachelor of Education in Mathematics and Information Technology or Bachelor of Science with Education (Information Technology) or Bachelor of Education in Science or Bachelor of Education in Arts or Bachelor of Arts with Education (Information Technology) or Bachelor of Education in Science with Information Communication Technology from a recognized academic institution. The candidate should possess a minimum GPA of 3.8 points out of 5; and a minimum of B+ in Educational Media and Technology and Information Technology subjects.

SALARY SCALE: PUTS 1.1

46.0 TUTORIAL ASSISTANT - SIGN LANGUAGE COMMUNICATION SKILLS, 3 POSTS DUTIES AND RESPONSIBILITIES

This is a training post; hence, the staff is required to:

- (i) Undergo Masters Degree training programme;
- (ii) Undergo an induction course in pedagogical skills for those who had none before;
- (iii) Undergo mentorship under senior members, including attending lectures, seminars, tutorials, and practical training.
- (iv) Conduct tutorials, seminars and practicals;
- (v) Assist in research, consultancy and outreach activities; and
- (vi) Perform any other duties that may be assigned by the Head of Department.

QUALIFICATIONS AND EXPERIENCE

Bachelor of Education in Special Education (Hearing Impairment) or Bachelor of Arts with Education (Sign Language Communication) from a recognized academic institution or any other relevant Bachelor's Degree. The candidate should possess a minimum GPA of 3.8 points out of 5; and a minimum of B⁺ in Sign Language Communication subjects.

SALARY SCALE: PUTS 1.1

47.0 TUTORIAL ASSISTANT - BRAILLE LITERACY AND ASSISTIVE TECHNOLOGY, 3 POSTS

DUTIES AND RESPONSIBILITIES

This is a training post; hence, the staff is required to:

- (i) Undergo Masters Degree training programme;
- (ii) Undergo an induction course in pedagogical skills for those who had none before;
- (iii) Undergo mentorship under senior members, including attending lectures, seminars, tutorials, and practical training.
- (iv) Conduct tutorials, seminars and practicals;
- (v) Assist in research, consultancy and outreach activities; and
- (vi) Perform any other duties that may be assigned by the Head of Department.

QUALIFICATIONS AND EXPERIENCE

Bachelor of Education in Special Education (Braille and Assistive Technology) or Bachelor of Arts with Education (Braille and Assistive Technology) from a recognized academic institution

or any other relevant Bachelor's Degree. The candidate should possess a minimum GPA of 3.8 points out of 5; and a minimum of B+ in Braille Literacy and Assistive Technology subjects.

SALARY SCALE: PUTS 1.1

48.0 TUTORIAL ASSISTANT - PHYSICAL AND OTHER HEALTH IMPAIRMENTS, 1 POST

DUTIES AND RESPONSIBILITIES

This is a training post; hence, the staff is required to:

- (i) Undergo Masters Degree training programme;
- (ii) Undergo an induction course in pedagogical skills for those who had none before;
- (iii) Undergo mentorship under senior members, including attending lectures, seminars, tutorials, and practical training.
- (iv) Conduct tutorials, seminars and practicals;
- (v) Assist in research, consultancy and outreach activities; and
- (vi) Perform any other duties that may be assigned by the Head of Department.

QUALIFICATIONS AND EXPERIENCE

Bachelor of Education in Special Needs Education or Bachelor of Special and Inclusive Education or Bachelor of Physical Education and Sports or any other relevant Bachelor's Degree from a recognized academic institution. The candidate should possess a minimum GPA of 3.8 points out of 5; and a minimum of B+ in Physical Education/Physical and Special Needs subjects.

SALARY SCALE: PUTS 1.1

49.0 TUTORIAL ASSISTANT - FINANCE AND ECONOMICS OF EDUCATION, 1 POST

DUTIES AND RESPONSIBILITIES

This is a training post; hence, the staff is required to:

- (i) Undergo Masters Degree training programme;
- (ii) Undergo an induction course in pedagogical skills for those who had none before;
- (iii) Undergo mentorship under senior members, including attending lectures, seminars, tutorials, and practical training.
- (iv) Conduct tutorials, seminars and practicals;
- (v) Assist in research, consultancy and outreach activities; and
- (vi) Perform any other duties that may be assigned by the Head of Department.

QUALIFICATIONS AND EXPERIENCE

Bachelor of Education in Arts or Education in Science or Education in Educational Leadership and Management or Education in Commerce or Bachelor of Finance (Education) or Bachelor of Entrepreneurship (Education) from a recognized academic institution. The candidate should possess a GPA of at least 3.8. A background in entrepreneurship education will be an added advantage.

50.0 TUTORIAL ASSISTANT - EDUCATIONAL MANAGEMENT, 1 POST

DUTIES AND RESPONSIBILITIES

This is a training post; hence, the staff is required to:

- (i) Undergo Masters Degree training programme;
- (ii) Undergo an induction course in pedagogical skills for those who had none before;
- (iii) Undergo mentorship under senior members, including attending lectures, seminars, tutorials, and practical training.
- (iv) Conduct tutorials, seminars and practicals;
- (v) Assist in research, consultancy and outreach activities; and
- (vi) Perform any other duties that may be assigned by the Head of Department.

QUALIFICATIONS AND EXPERIENCE

Bachelor of Education in Arts or Education in Science or Education in Educational Leadership and Management or Education in Commerce or Bachelor of Arts with Education or Bachelor of Finance (Education) or Bachelor of Entrepreneurship (Education) from a recognized academic institution. The candidate should possess a minimum GPA of 3.8 points out of 5; and a minimum of B+ in Educational Management subjects.

SALARY SCALE: PUTS 1.1

51.0 TUTORIAL ASSISTANT - PHILOSOPHY OF EDUCATION, 1 POST

DUTIES AND RESPONSIBILITIES

This is a training post; hence, the staff is required to:

- (i) Undergo Masters Degree training programme;
- (ii) Undergo an induction course in pedagogical skills for those who had none before;
- (iii) Undergo mentorship under senior members, including attending lectures, seminars, tutorials, and practical training.
- (iv) Conduct tutorials, seminars and practicals;

- (v) Assist in research, consultancy and outreach activities; and
- (vi) Perform any other duties that may be assigned by the Head of Department.

QUALIFICATIONS AND EXPERIENCE

Bachelor of Education in Arts or Education in Science or Bachelor of Arts with Education or Bachelor of Science with Education or Bachelor of Philosophy (Education) from a recognized academic institution. The candidate should possess a minimum GPA of 3.8 points out of 5; and a minimum of B+ in Philosophy of Education or Education Foundations subjects.

SALARY SCALE: PUTS 1.1

52.0 TEACHER III B –MATHEMATICS, 2 POSTS

DUTIES AND RESPONSIBILITIES

- (i) To set and mark students examinations;
- (ii) To assess the progress results of the students;
- (iii) To prepare and keep records of the continuous assessment of the students;
- (iv) To monitor 'students' examinations;
- (v) To prepare and assist in maintaining proper storage of 'students' performance records;
- (vi) To prepare examinations timetable and allocation of rooms; and
- (vii) To perform any other related duties as may be assigned by relevant supervisors.

QUALIFICATIONS AND EXPERIENCE

Advanced Certificate of Secondary Education Examination (Form Six) and Ordinary Diploma in Secondary Education (NTA Level 6) with two or more teaching subjects in Science, Mathematics, ICT and Special Needs Education awarded by the National Council for Technical Education (NACTE). Candidates with qualifications in Mathematics, Physics, Chemistry, Biology and Special Needs Education shall start at step three of the salary scale.

Or

Certificate of Secondary Education Examination (Form 4) and a three year Diploma in Education with two or more teaching subjects from recognized institution or a three year Diploma in Science, Mathematics and ICT Candidates with qualifications in Science, Mathematics or ICT shall start at Step three of the salary Scale.

SALARY SCALE: PSTS 2.3

53.0 TEACHER III B –SOCIAL STUDIES & CIVIC AND MORAL EDUCATION, 1 POST DUTIES AND RESPONSIBILITIES

- (i) To set and mark students examinations;
- (ii) To assess the progress results of the students;
- (iii) To prepare and keep records of the continuous assessment of the students;
- (iv) To monitor 'students' examinations;
- (v) To prepare and assist in maintaining proper storage of 'students' performance records;
- (vi) To prepare examinations timetable and allocation of rooms; and
- (vii) To perform any other related duties as may be assigned by relevant supervisors.

QUALIFICATIONS AND EXPERIENCE

Advanced Certificate of Secondary Education Examination (Form Six) and Diploma in Education with two or more teaching subjects including History and Geography from a recognized Institutions.

Or

Certificate of Secondary Education Examination (Form 4) and a three-year Ordinary Diploma in Early Childhood Education (NTA level 6) or a 3-year Ordinary Diploma in Primary Education (NTA level 6) Education awarded by the National Council for Technical Education (NACTE).

SALARY SCALE: PSTS 2.1

54.0 TEACHER III B –ENGLISH LANGUAGE -1 POST DUTIES AND RESPONSIBILITIES

- (i) To set and mark students examinations;
- (ii) To assess the progress results of the students;
- (iii) To prepare and keep records of the continuous assessment of the students;
- (iv) To monitor 'students' examinations;
- (v) To prepare and assist in maintaining proper storage of 'students' performance records;
- (vi) To prepare examinations timetable and allocation of rooms; and
- (vii) To perform any other related duties as may be assigned by relevant supervisors.

QUALIFICATIONS AND EXPERIENCE

Advanced Certificate of Secondary Education Examination (Form Six) and Ordinary Diploma in Secondary Education (NTA Level 6) with two or more teaching subjects in Arts or Languages.

SALARY SCALE: PSTS 2.1

55.0 TEACHER III B –SCIENCE AND TECHNOLOGY, 1 POST

DUTIES AND RESPONSIBILITIES

- (i) To set and mark students examinations;
- (ii) To assess the progress results of the students;
- (iii) To prepare and keep records of the continuous assessment of the students;
- (iv) To monitor 'students' examinations;
- (v) To prepare and assist in maintaining proper storage of 'students' performance records;
- (vi) To prepare examinations timetable and allocation of rooms; and
- (vii) To perform any other related duties as may be assigned by relevant supervisors.

QUALIFICATIONS AND EXPERIENCE

Advanced Certificate of Secondary Education Examination (Form Six) and Ordinary Diploma in Secondary Education (NTA Level 6) with two or more teaching subjects in Science, Mathematics, ICT, Language and Special Needs Education awarded by the National Council for Technical Education (NACTE).

Or

Certificate of Secondary Education Examination (Form 4) and a three year Diploma in Education with two or more teaching subjects from recognized institution or a three year Diploma in Science, Mathematics and ICT. Candidates with qualifications in Science, Mathematics or ICT shall start at Step three of the salary Scale.

Or

Certificate of Secondary Education Examination (Form 4) and a three-year Ordinary Diploma in Early Childhood Education (NTA level 6) or a 3-year Ordinary Diploma in Primary Education (NTA level 6) Education awarded by the National Council for Technical Education (NACTE).

SALARY SCALE: PSTS 2.3

56.0 LIBRARY OFFICER II – 1 POST

DUTIES AND RESPONSIBILITIES

- (i) To undertake bibliographic searches on behalf of users;
- (ii) To promote the use of ICT in meeting user needs;
- (iii) To research on the information needs of users;
- (iv) To undertake research and consultancy activities in library/information matters;
- (v) To handle challenging professional and supervisory duties in the library;
- (vi) To participate in developing new library systems and procedures;
- (vii) To identify materials to be ordered by the librarian; and
- (viii) To perform any other related duties as may be assigned by the supervisor.

QUALIFICATIONS AND EXPERIENCE

Bachelor Degree in one of the following fields: Library Studies or Library and Information Science or Information Studies or Documentation or Information Management from recognized institution.

SALARY SCALE: PGSS 6.1

57.0 DRIVER II – 2 POSTS

DUTIES AND RESPONSIBILITIES

- (i) To drive DUCE vehicles skillfully;
- (ii) To maintain and keep up-to-date log books;
- (iii) To adhere to Maintenance Schedules;
- (iv) To keep motor vehicles in good running conditions and report faults and defects immediately to relevant College officers;
- (v) To undertake minor repairs when necessary;
- (vi) To ensure that valid documents are obtained prior to commencing any journey;
- (vii) To ensure safety and cleanliness of the vehicle at all times;
- (viii) To take care of the vehicle assigned to him/her by carrying out standard checks;
- (ix) To check validity of relevant documents such as insurance, TLB, plying fees and report the same to the relevant officers for necessary action;
- (x) To perform messenger duties and responsibilities such as dispatching documents/letters, collecting mail, photocopying documents; and
- (xi) To perform any other related duties as may be assigned by his superiors.

QUALIFICATIONS AND EXPERIENCE

Secondary Education Certificate with passes in Kiswahili and English having a valid Driving License Class "C" or "E" and one-year Basic Driving Course plus driving experience of at least one year without causing accidents. Possession of Trade Test Grade II/Level II in Motor Vehicle Maintenance/Mechanics is an added advantage.

SALARY SCALE: PGSS 2.1

58.0 GAMES TUTOR II – 4 POSTS

DUTIES AND RESPONSIBILITIES

- (i) To assist senior games staff in their duties;
- (ii) To assist in taking charge of play grounds sports and equipment;
- (iii) To assist in physical education at elementary stage;
- (iv) To assist in advising Estates and Works Management Unit on the infrastructure of play grounds; and
- (v) To perform any other related duties as may be assigned by the supervisor.

QUALIFICATIONS AND EXPERIENCE

Bachelor Degree in Physical Education and Sports or equivalent qualification from recognized institution.

SALARY SCALE: PGSS 6.1

59.0 LABORATORY TECHNICIAN II (ASSISTANT TO ACADEMICIAN) – 6 POSTS

DUTIES AND RESPONSIBILITIES

- (i) To carry out specified tasks connected with laboratory practicals, 'students' projects, research, consultancy and services under supervision;
- (ii) To assist in the repair and maintenance of laboratory facilities;
- (iii) To assist senior staff in relevant fields of laboratory operations; and
- (iv) To perform any other related duties assigned to him by his seniors

QUALIFICATIONS AND EXPERIENCE

Holder of FTC or Ordinary Diploma in Laboratory Technology or equivalent qualifications from recognized institution.

SALARY SCALE: PUSS 2.1

**60.0 LABORATORY SCIENTIST II (ASSISTANT TO ACADEMICIAN) - MECHANICS,
1POST**

DUTIES AND RESPONSIBILITIES

- (i) To assist in all technical duties and responsibilities requiring a higher degree of planning and design competence in the areas of student's practical/projects;
- (ii) To assist in research and development activities;
- (iii) To assist in consultancy activities;
- (iv) To assist in maintenance of facilities; and
- (v) To perform any other duties and responsibilities as assigned by one's reporting officer.

QUALIFICATIONS AND EXPERIENCE

Bachelor Degree in one of the following fields; Laboratory Technology or Laboratory Science or Biotechnology and Science in Education or equivalent qualifications from recognized institutions.

SALARY SCALE: PUSS 4.1

**61.0 LABORATORY SCIENTIST II (ASSISTANT TO ACADEMICIAN) - ELECTRICAL, 1
POST**

DUTIES AND RESPONSIBILITIES

- (i) To assist in all technical duties and responsibilities requiring a higher degree of planning and design competence in the areas of student's practical/projects;
- (ii) To assist in research and development activities;
- (iii) To assist in consultancy activities;
- (iv) To assist in maintenance of facilities; and
- (v) To perform any other duties and responsibilities as assigned by one's reporting officer.

QUALIFICATIONS AND EXPERIENCE

Bachelor Degree in one of the following fields; Laboratory Technology or Laboratory Science or Biotechnology and Science in Education or equivalent qualifications from recognized institutions.

SALARY SCALE: PUSS 4.1

62.0 LABORATORY SCIENTIST II (ASSISTANT TO ACADEMICIAN) - CHEMISTRY, 2 DUTIES AND RESPONSIBILITIES

- (i) To assist in all technical duties and responsibilities requiring a higher degree of planning and design competence in the areas of student's practical/projects;
- (ii) To assist in research and development activities;
- (iii) To assist in consultancy activities;
- (iv) To assist in maintenance of facilities; and
- (v) To perform any other duties and responsibilities as assigned by one's reporting officer.

QUALIFICATIONS AND EXPERIENCE

Bachelor Degree in one of the following fields; Laboratory Technology or Laboratory Science or Biotechnology and Science in Education or equivalent qualifications from recognized institutions.

SALARY SCALE: PUSS 4.1

63.0 LABORATORY SCIENTIST II (ASSISTANT TO ACADEMICIAN)- PARASITOLOGY, 1 POST

DUTIES AND RESPONSIBILITIES

- (i) To assist in all technical duties and responsibilities requiring a higher degree of planning and design competence in the areas of student's practical/projects;
- (ii) To assist in research and development activities;
- (iii) To assist in consultancy activities;
- (iv) To assist in maintenance of facilities; and
- (v) To perform any other duties and responsibilities as assigned by one's reporting officer.

QUALIFICATIONS AND EXPERIENCE

Bachelor Degree in one of the following fields; Laboratory Technology or Laboratory Science or Biotechnology and Science in Education or equivalent qualifications from recognized institutions.

SALARY SCALE: PUSS 4.1

64.0 LABORATORY SCIENTIST II (ASSISTANT TO ACADEMICIAN) - MOLECULAR BIOLOGY/MICROBIOLOGY, 1 POST

DUTIES AND RESPONSIBILITIES

- (i) To assist in all technical duties and responsibilities requiring a higher degree of planning and design competence in the areas of student's practical/projects;
- (ii) To assist in research and development activities;
- (iii) To assist in consultancy activities;
- (iv) To assist in maintenance of facilities; and
- (v) To perform any other duties and responsibilities as assigned by one's reporting officer.

QUALIFICATIONS AND EXPERIENCE

Bachelor Degree in one of the following fields; Laboratory Technology or Laboratory Science or Biotechnology and Science in Education or equivalent qualifications from recognized institutions.

SALARY SCALE: PUSS 4.1

GENERAL CONDITIONS

- (i) All applicants must be Citizens of Tanzania with age not above 35 years of age for Tutorial Assistants and 45 years of age for other posts;
- (ii) Applicants must attach an up-to-date Curriculum Vitae (CV) having reliable contacts; postal address/post code, e-mail and telephone numbers;
- (iii) Applicants should apply on the strength of the information given in this advertisement;
- (iv) Applicants must attach their certified copies of the following certificates:-
 - Postgraduate/Degree/Advanced Diploma/Diploma/Certificates;
 - Postgraduate/Degree/Advanced Diploma/Diploma transcripts;
 - Form IV and Form VI National Examination Certificates;
 - Professional Registration and Training Certificates from respective Registration or Regulatory Bodies (where applicable);
 - Birth certificate; and
 - National Identification Card.
- (v) Attaching copies of the following certificates is strictly not accepted:-

- Form IV and form VI results slip;
 - Testimonials and all Partial transcripts;
- (vi) An applicant must upload a recent Passport Size Photo in the Recruitment Portal;
- (vii) An applicant who is retired from the Public Service for whatever reason should not apply;
- (viii) An applicant should indicate three reputable referees with reliable contacts;
- (ix) Certificates from foreign examination bodies for Ordinary or Advanced level education should be verified by the National Examinations Council of Tanzania (NECTA);
- (x) Professional certificates from foreign universities and other training institutions should be verified by the Tanzania Commission for Universities (TCU) and National Council for Technical Education (NACTE);
- (xi) An applicant with special needs/case (disability) is advised to indicate;
- (xii) Only short-listed candidates will be informed on the date of interview and;
- (xiii) Presentation of forged certificates and other information will necessitate legal action;
- (xiv) A signed application letter should be written in English and Addressed to Secretary, Presidents Office, Public Service Recruitment Secretariat, P.O. BOX 2320, Utumishi Building at University of Dodoma- Dr. Asha Rose Migiro Buildings- **DODOMA.**

The deadline for submitting applications is Friday, July 08, 2022.

NOTE: All applications must be sent through the Recruitment Portal by using the following address; <http://portal.ajira.go.tz/> and not otherwise (This address also can be found on Public Service Recruitment Secretariat Website, Click' Recruitment 'Portal')



Prepare to be Counted on Tuesday 23rd August, 2022