

ST. JOSEPH UNIVERSITY IN TANZANIA

VACANCY ANNOUNCEMENT

St. Joseph University in Tanzania (SJUIT) invites applications from suitable, qualified and experienced Tanzanians to apply for the following vacant positions available at the St Joseph College of Health and Allied Sciences, Boko Dovyva Campus, Dar es Salaam; and the St. Joseph College of Engineering and Technology, Mbezi Luguruni Campus, Dar es Salaam.

1. Vacant posts at the St. Joseph College of Health and Allied Sciences, Boko Dovyva Campus, Dar es Salaam

1.1 DEAN, SCHOOL OF MEDICINE

The St. Joseph University in Tanzania (SJUIT) invites applications from suitable, qualified and experienced Tanzanians to apply for the position of the Dean of School of Medicine at the St Joseph College of Health and Allied Sciences.

Duties and Responsibilities of Dean of School

- (i) Provision of academic and administrative leadership in the development of college capacity overall, and in particular to actually deliver high quality training with respect to outputs, timeliness, throughputs, and responsiveness to societal and industrial needs and problems;
- (ii) Creation of formidable teams of staff and students capable of analyzing the needs and problems confronting the Tanzanian industry and society, and developing solutions to address them;
- (iii) Coordination of efficient and effective implementation of decisions and directives of the School Board, University Management Board, University Senate and Council;
- (iv) Coordination of the financial administration of the School including revenue generation, cost cutting measures, budget preparation, budget control and investment management;
- (v) Oversight the compilation of the School's capital and recurrent budgets disbursements as per procedure;
- (vi) Oversight of the preparation of monthly, quarterly and annual accounts, financial statements and financial reports of the School
- (vii) Working together with other School and University leaders towards ensuring the delivery of high quality and industry-ready graduates and other services to stakeholders and the labor market;
- (viii) Development and delivery of innovative need-based programmes that integrate STEM in trans-disciplinary ways to develop solutions that address the needs and problems of the society and industry;
- (ix) Serving as the Accounting Officer and Spokesperson of the School;
- (x) Effective and efficient management and utilization of all available School resources and assets;
- (xi) Provision of a conducive environment for teaching and learning, research and public engagement, as well as attraction, motivation and retention of staff and students;
- (xii) Ensuring enhanced image and rapport with the Government, and other internal and external stakeholders;

- (xiii) Development of effective and impactful linkages with national, regional and global institutional partners;
- (xiv) Development of effective, impactful and productive linkages and partnerships with the Government, industry and the society at large;
- (xv) Promotion of innovation and entrepreneurship amongst staff and students;
- (xvi) Performance of any other duties as shall be assigned to you by your superiors.

1.2 ASSOCIATE DEAN, SCHOOL OF MEDICINE

The St. Joseph University in Tanzania (SJUIT) invites applications from suitable, qualified and experienced Tanzanians to apply for the position of the Associate Dean of School of Medicine at the St Joseph College of Health and Allied Sciences.

Duties and Responsibilities of Associate Dean

- (i) To be in charge of all academic, research and consultant activities of the college.
- (ii) To be the Custodian of all Academic Documents of the School such as Corporate Strategic Plan, Certificates of Registration/Accreditation, Prizes/ Awards, the list of Academic and Technical staff, CVs and photocopies of their academic and professional award certificates.
- (iii) To advise the Dean of School on all matters pertaining to academic management, quality, control and assurance.
- (iv) To supervise and coordinate all academic activities.
- (v) To monitor and supervise research undertakings for timely release of results/reports
- (vi) To coordinate collection of articles and papers for presentation in School Academic Meetings before being submitted to peer reviewed journals for publication
- (vii) To be Chairperson of the Research and Publications Committee.
- (viii) To be Secretary to all School Academic Board meetings.
- (ix) To coordinate preparations and submission of annual reports of research and publication activities as they may be needed.
- (x) To coordinate the design and development of curricula by the Faculties.
- (xi) To ensure high standards of teaching and learning.
- (xii) To ensure that methods of the evaluation of teaching effectiveness and grading practices are in place and that the evaluation process is encouraged and monitored.
- (xiii) To coordinate preparation of academic reports from the faculties as they may be needed.
- (xiv) To coordinate all admissions
- (xv) To oversee admissions and examination regulations.
- (xvi) To perform such other function (s) as may be conferred upon him by the Dean of School, Vice Chancellor or other higher authority.

Eligibility

Applicants for the listed positions must have attained status of professor or associate professor in either teaching or research or both. Preference will be given to candidates who have an outstanding academic and administrative capability of at least three years at senior management.

How to Apply

Qualified candidates are encouraged to submit their applications accompanied with a recent photograph, certified photocopies of certificates of diploma/degree awards, academic transcripts, curriculum vitae, birth certificate with names of three referees together with their contact addresses and any other relevant documents portraying their competences in the field.

Deadline

Qualified candidates should send their application to the address below on or before 3rd September, 2022:
The Deputy Vice Chancellor – Resources, Management and Administration (DVC-RMA)
St. Joseph University in Tanzania
P. O. Box 11007, Dar es Salaam
E-mail: dvc-rma@sjuit.ac.tz

1.3 ACADEMIC STAFF

The St. Joseph University in Tanzania (SJUIT) invites applications from suitable, qualified and experienced Tanzanians to apply for the positions listed below at the St. Joseph College of Health and Allied Sciences

S/No.	Specialization	Vacant Positions	Rank
1	Anatomy	2	Assistant Lecturer/Lecturer in Anatomy
2	Physiology	2	Assistant Lecturer/Lecturer in Physiology
3	Biochemistry	1	Assistant Lecturer/Lecturer in Biochemistry
4	Parasitology & Entomology	1	Lecturer in Parasitology & Entomology
5	Pathology	2	Lecturer/Senior Lecturer in Pathology
6	Clinical Pharmacology	2	Assistant Lecturer/Lecturer/ Senior Lecturer in Clinical Pharmacology
7	Internal Medicine	3	Lecturer/ Senior Lecturer in Internal Medicine
8	Pediatrics	2	Lecturer/ Senior Lecturer in Pediatrics
9	Orthopedics, Traumatology & Neurosurgery	1	Lecturer/ Senior Lecturer in Orthopaedics, Traumatology & Neurosurgery
10	Otorhinolaryngology/ENT	1	Lecturer/ Senior Lecturer in Otorhinolaryngology/ENT
11	Surgery	2	Lecturer/ Senior Lecturer in Surgery
12	Ophthalmology	1	Lecturer/ Senior Lecturer in Ophthalmology
13	Nursing	2	Nurse tutor
14.	Pharmacy	9	Pharmacy tutor
15.	Laboratory Technologist	4	Laboratory Technologist
16.	ICT	2	Technologist/Tutor/Assistant Lecturer

2. Vacant posts at the St. Joseph College of Engineering and Technology, Mbezi Luguruni Campus

The St. Joseph University in Tanzania (SJUIT) invites applications from suitable, qualified and experienced Tanzanians to apply for the positions listed below at the St. Joseph College of Engineering and Technology.

2.1 ACADEMIC STAFF & LAB TECHNICIANS - ENGINEERING AND TECHNOLOGY

S/No.	Rank	Vacant Positions	Specialization
1	Lecturer	1	Civil Engineering
		1	Mechanical Engineering
2	Assistant Lecturer	3	Civil Engineering
		3	Mechanical Engineering
		5	Computer Science and Information Systems Engineering
3	Tutor	4	Civil Engineering
		3	Mechanical Engineering
		1	Electrical and Electronics Communication Engineering
		5	Computer Science and Information Systems Engineering
		1	Education
4	Workshop Instructor	4	Civil Engineering
		4	Mechanical Engineering
		8	Electrical and Electronics Communication Engineering
		4	Computer Science and Information Systems Engineering
		2	Education
	Computer Aided Design and Manufacturing (CAD/CAM)	1	Lab Technician

2.2. ACADEMIC STAFF & LAB TECHNICIANS - SCIENCES, MATHEMATICS AND EDUCATION

S/No.	Rank	Vacant Positions	Specialization
1	Assistant Lecturer/Lecturer	1	Botany/Zoology
2	Assistant Lecturer/Lecturer	1	Physics
3	Assistant Lecturer/Lecturer	1	Mathematics
4	Assistant Lecturer/Lecturer	1	Educational Philosophy

5	Assistant Lecturer/Lecturer	3	Geography
6	Lab Technician	1	Physics

Required Qualifications

1. Laboratory Technicians/ Technologist

- Holders of Ordinary Diploma in the relevant field with relevant hands-on working experience of at least four years.

2. Tutors

Holder of Bachelor's Degree in the relevant field (First or Upper Second Class) with a GPA of not less than 3.5 or B+ grade or above

3. Assistant Lecturers

- Holders of Master's Degree in the relevant field from a recognized University with at least a 4.0 GPA or B+;
- Holder of Bachelor's Degree in the relevant field (First or Upper Second Class) with a GPA of not less than 3.5 or B+ grade or above.

4. Lecturer

- PhD in the relevant field or MMed. Degree or its equivalent in the relevant subject with a minimum GPA of not less than 4.0 from a recognized University;
- Holders of Master's Degree in the relevant field from a recognized University with at least a 4.0 GPA or B+;
- Holder of Bachelor's Degree in the relevant field (First or Upper Second Class) with a GPA of not less than 3.5 or B+ grade or above.

5. Senior Lecturers

- Requirements for Lecturer position plus publications which, on assessment, produce 5 points.
- Teaching, research and consultancy experience of not less than three years on attaining the qualifications of Lecturer.

Responsibilities of Assistant Lecturers/Lecturers/Senior Lecturers

- To teach students of relevant programmes
- To conduct research to further knowledge in relevant fields
- To offer consultancy and outreach public service.

Mode of Application:

Qualified candidates are encouraged to submit their applications accompanied with a recent photograph, certified photocopies of certificates of diploma/degree awards, academic transcripts, curriculum vitae, birth certificate with names of three referees together with their contact addresses and any other relevant documents portraying their competences in the field.

Interviews for short listed applicants will be arranged and the dates will be communicated to them. Apply within 15 days to:

The Deputy Vice Chancellor – Resources, Management and Administration (DVC-RMA)
St. Joseph University in Tanzania
P. O. Box 11007, Dar es Salaam
E-mail: dvc-rma@sjuit.ac.tz