

THE UNITED REPUBLIC OF TANZANIA



PRESIDENT'S OFFICE PUBLIC SERVICE RECRUITMENT SECRETARIAT

Ref.No.JA.9/259/01/A/145

20th August, 2022

VACANCY ANNOUNCEMENT

On behalf of Muhimbili University of Health and Allied Sciences (MUHAS), Public Service Recruitment Secretariat (PSRS) invites dynamic and suitable qualified Tanzanians to fill (16) vacant posts mentioned below;

1.0 MUHIMBILI UNIVERSITY OF HEALTH AND ALLIED SCIENCES (MUHAS)

The Muhimbili University of Health and Allied Sciences (MUHAS) started as the Dar-es-Salaam Medical School in 1963. The School transformed into the Faculty of Medicine of the University of Dar-es-Salaam in 1968. The Faculty was merged with the Muhimbili hospital, to create the Muhimbili Medical Centre (MMC) in 1977. After separation with Muhimbili Hospital, the Faculty of Medicine was upgraded in 1991 through Parliament Act. No. 9 of 1991 to become a constituent college of the University of Dar-es-Salaam known as the Muhimbili University College of Health Sciences (MUCHS).

Over the years MUCHS made significant achievements in terms of increased students enrolment and development of several new academic programmes. The Parliament Act No. 9 of 1991 that established MUCHS was repealed in 2005 through the Universities Act No. 7 of 2005. Subsequently, MUHAS was established in 2007 through Article 1 of the Charter of Incorporation in line with the Universities Act No 7 of 2005.

1.1.1 HEALTH LABORATORY SCIENTIST OFFICER II – 3 POSTS

1.1.2 DUTIES AND RESPONSIBILITIES

- i. To perform specified technical tasks and monitor activities of subordinates;
- ii. To carry out laboratory tests and examinations in related specialty;
- iii. To ensure that equipment in the laboratory are in good working order and are well maintained;
- iv. To coordinate, collection, and transferring of laboratory samples for further examinations;
- v. To assist in planning and designing students' practical/projects;
- vi. To assist in laboratory research and development;
- vii. To assist technicians and Artisans in performing their daily activities; and
- viii. To perform any other duties as may be assigned by the supervisor.

1.1.3 QUALIFICATIONS AND EXPERIENCES

Holder of Bachelor Degree in one of the following fields; Medical Laboratory Sciences, Health Laboratory Technology from a recognized Institution, must have successfully completed internship and must be registered by the Health Laboratory Practitioners Council.

1.1.4 REMUNERATION-PUSS 4

1.1.5 HEALTH LABORATORY TECHNICIAN II - 7 POSTS

1.1.6 DUTIES AND RESPONSIBILITIES

- i. To carry out specified tasks connected with research, laboratory practical/tests, students' projects, consultancy and services under supervision;
- ii. To carry out specified tasks connected with laboratory services;
- iii. To assist in the repair and maintenance of Laboratory or workshop facilities;
- iv. iv. To assist senior staff in relevant field operation;
- v. To assist in taking samples for Laboratory Investigations; and
- vi. To perform any other duties as may be assigned by the supervisor.

1.1.7 QUALIFICATIONS AND EXPERIENCES

Holder of Diploma in one of the following fields; Laboratory Technology (DLT), Dental Laboratory Technology or related qualification from a reputable institution

1.1.8 REMUNERATION-PUSS 2

1.1.9 PROSECTOR II - 2 POSTS

1.1.10 DUTIES AND RESPONSIBILITIES

- i. To assist Senior Staff in preparation, display and demonstration of prosected specimen and audio visual materials;
- ii. To assist in maintaining list of laboratory equipment in the unit;
- iii. To assist in development and implementation of laboratory plans;
- iv. To support the unit in organizing the teaching materials and specimen;
- v. To support the development of laboratory guideline in the unit as per standard operating procedures; and
- vi. To perform any other duties as may be assigned by the supervisor.

1.1.11 QUALIFICATIONS AND EXPERIENCES

Holder of Diploma in Prosection or any related field from recognized institution.

1.1.12 REMUNERATION-PUSS 1

1.1.13 LABORATORY ASSISTANT II- 4 POSTS

1.1.14 DUTIES AND RESPONSIBILITIES

- i. To thoroughly clean and disinfect all areas of the shelter;
- ii. To perform general cleaning of laboratory glassware;
- iii. To take care of instruments and equipment in the laboratory;
- iv. To plan and supervise maintenance of laboratory/workshop facilities;
- v. To observe animal appearance and activity for general sign of illness and physical condition;
- vi. To determine amount and type of food animals receive;
- vii. To take charge and handle animals as required;
- viii. To take care of instruments and equipment in the animal house; and

ix. To perform any other duties as may be assigned by the supervisor.

1.1.15 QUALIFICATIONS AND EXPERIENCES

Holder of Certificate in one of the following fields; Medical Laboratory Sciences, Health Laboratory Technology or related qualifications from a recognized Institution.

1.1.16 REMUNERATION-PUSS 1

GENERAL CONDITIONS

- i. All applicants must be Citizens of Tanzania with an age not above 45 years of age except for those who are in Public Service;
- ii. **People with disabilities are highly encouraged to apply and should indicate clearly in the portal for Public Service Recruitment Secretariat attention;**
- iii. Applicants must attach an up-to-date Curriculum Vitae (CV) having reliable contacts; postal address/post code, e-mail and telephone numbers;
- iv. Applicants should apply on the strength of the information given in this advertisement;
- v. 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;
- vi. Attaching copies of the following certificates is strictly not accepted:-
 - Form IV and form VI results slips;
 - Testimonials and all Partial transcripts;
- vii. An applicant must upload recent Passport Size Photo in the Recruitment Portal;
- viii. An applicant employed in the Public Service should route his application letter through his respective employer;
- ix. An applicant who is retired from the Public Service for whatever reason should not apply;
- x. An applicant should indicate three reputable referees with their reliable contacts;

- xi. Certificates from foreign examination bodies for Ordinary or Advanced level education should be verified by The National Examination Council of Tanzania (NECTA).
- xii. 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);
- xiii. An applicant with special needs/case (disability) is supposed/advised to indicate;
- xiv. A signed application letter should be written either in Swahili or 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.**
- xv. Deadline for application is **2nd September, 2022;**
- xvi. Only shortlisted candidates will be informed on the date of interview and;
- xvii. Presentation of forged certificates and other information will necessitate to legal action;

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

Released by:

**SECRETARY
PUBLIC SERVICE RECRUITMENT SECRETARIAT**

