



UNIVERSITY OF IRINGA
CHUO KIKUU CHA IRINGA
VICE CHANCELLOR OFFICE

P. O. Box 200 Iringa, Tanzania, East Africa Tel: (0) 26 272-0900 Fax : (0) 26 272-0904 E-mail: uoi@uoi.ac.tz Website: www.uoi.ac.tz

EMPLOYMENT OPPORTUNITIES

The University of Iringa (Formerly Tumaini University at Iringa) is one of the Private Universities legally operating in Tanzania. It operates under the Trusteeship of the Evangelical Lutheran Church in Tanzania – Iringa Diocese. The University has no religious segregation when it comes to students' registration and or staff recruitment. However; the University is guided by Christian Values and advocates for the rights of its employees and organizations it works with and/or works for.

The University of Iringa offers Certificates and Diplomas on non-degree programs, Bachelor degrees for undergraduate studies and Post Graduate Degrees in the following disciplines: - Theology and Missions, Business and Economics, Law, Psychology, Science and Education, Arts and Social Sciences.

In cementing its ties with the prevailing National needs, the University of Iringa runs two practical Institutes namely, Microfinance, and Centre for Entrepreneurship and Innovation. The University is located on the skirts of Iringa Municipality alongside Iringa – Dodoma highway.

Due to expansion and growth of its functions, the University of Iringa is in need of filling in the identified gaps/ vacant positions. It therefore; invites qualified and reliable applicants to fill the following posts:

Position	Faculty/Department	Specialisation and Qualifications	Vacant Positions
Lecturer	Faculty of Law	Jurisprudence, Private International Law, Public International Law, ICT Law, Legal Methods, and Legal Research Paper Writing.	1
Assistant Lecturer	Faculty of Law	Jurisprudence, Private International Law, Public International Law, ICT Law, Legal Methods, and Legal Research Paper Writing.	4



Tutorial Assistant	Faculty of Law	Jurisprudence, Private International Law, Public International Law, ICT Law, Legal Methods.	1
Lecturer	Faculty of Psychology	Counselling Psychology, Clinical Psychology, Industrial Psychology or Educational Psychology.	2
Lecturer	Faculty of Business and Economics/Department of Business Administration	Procurement and Supply Chain Management.	2
Assistant lecturer	Faculty of Business and Economics/Department of Business Administration	Human Resource Management.	1
Assistant lecturer	Faculty of Business and Economics/Department of Accounting and Finance	Accounting and Finance.	2
Assistant lecturer	Faculty of Business and Economics/Department of Business Administration	Entrepreneurship/Innovation or Marketing. Experience in working with innovation hub, incubator or living hubs or any organisation that promotes start-ups.	1
Lecturer	Faculty of Business and Economics/Department of Accounting and Finance	Accounting and Finance.	1
Assistant Lecturer	Faculty of Arts and Social Science/Department of Journalism	Journalism and Mass Communication.	3
Library Assistant	Directorate of Library Services	Bachelor of Library and Information Management or equivalent qualifications from recognized academic institutions.	1
Assistant Lecturer	Faculty of Science and Education/ Department of Language Studies and Communication Skills	Bachelor of Education English, and a Master of Arts in Linguistics.	2
Lecturer	Faculty of Business and Economics/Department of Economics	Economics.	1



Professor	Faculty of Business and Economics/Department of Business Administration	Human Resource Management.	1
Assistant Lecturer	Faculty of Science and Education/ Department of Language Studies and Communication Skills	Bachelor of arts with education, and a Master of Arts in Kiswahili Literature.	2
Assistant Lecturer	Faculty of Science and Education/ department of Mathematics	Bachelor Degree of Education in Mathematics, and a Degrees for Master of Science (Mathematics)	1
Assistant Lecturer	Faculty of Science and Education/ Department of Information Technology	Information technology, computer science, computer engineering, software engineering and any other related field.	1
Secretary	Administration	Must have a minimum education qualification of at least, a Diploma in Secretarial Studies with relevant working experience in a similar position for at least, 3 years plus a satisfactory performance based on appraisal reports. Must be able to communicate in English and Swahili and take shorthand notes, write minutes, draft reports and possess a good computer knowledge including excel program.	1
Legal Counsel	Administration	Holder of a Master's Degree in Law and also Registered Advocate of the High Court with, at least, five years' experience in legal practice, three of which should be in a senior position.	1
Driver	Administration	Holder of at least, O-Level Certificate and passes in Kiswahili and English. He/she must have a valid class "C" driving license and must have been trained in motor vehicle mechanics from recognized institutions such as NIT or VETA. Must have work experience of, at least, 3 years in a similar position.	1
ICT Technicians	Directorate of ICT Services	Holder of a Bachelor's Degree or Advanced Diploma In the relevant field with an overall average grade of, at least, "B" from a recognized institution. Possession of a Full Technician Certificate (FTC) in the relevant field with an overall average grade of, at least, "B" from a recognized institution is an added advantage.	2



Assistant Accountants	Department of Finance	Holder of a Bachelor's Degree/Advanced Diploma in Accountancy.	2
Director of ICT	Directorate of ICT Services	Holder of a PhD/Master's Degree from a recognized institution with working experience of not less than 3 years in relevant field.	1
Examination Officer	Examinations Office	Holder of, at least, a Master's Degree and a working experience of not less than three years in a similar position. Must possess good integrity and acceptable ethical behaviour. Must be innovative and aggressive in improving examination system. Must be computer literate, including deep knowledge in spreadsheets.	1

Applicants for:

1. **Lecturer**

Must possess PhD plus a minimum GPA of 4.0 or a B+ average at Master's degree level and an undergraduate degree with an overall GPA of 3.5 or higher from an internationally reputable higher bearing institution and must be potentially good academically.

2. **Assistant Lecturer**

Must possess a minimum GPA of 4.0 or a B+ average at Master's degree level and an undergraduate degree with an overall GPA of 3.5 or higher from an internationally reputable higher bearing institution and must be potentially good academically.

Note:

1. Applicants should indicate Departments/ Disciplines for which they apply.
2. Applicants should indicate the positions they apply in the subject of the email.
3. Certificates from foreign Universities should be verified by the Tanzania Commission for Universities (TCU).
4. Certificate for foreign examination bodies for Ordinary or Advanced level education should be verified by the National Examination Council of Tanzania (NECTA).
5. Only shortlisted candidates will be contacted for interview.
6. Recommendation letters from reputable referees/previous employer, alternatively a certificate of service will be an added advantage.



Interested candidates should apply in confined enclosing:

1. An application letter.
2. A detailed CV.
3. Photocopies of relevant academic certificates and transcripts.
4. Photocopy of birth certificate.
5. Names and address of three referees.
Photocopy of National ID card.

Salary: The salary is attractive as spelt out in the University Scheme of Service

Fringe Benefits: in accordance to the University regulations

MODE OF APPLICATION

If you meet the above requirements and wish to join any of the above units, please send your current CV with certified academic certificates and transcripts to the address below. Indicate three reputable names of referees, their contact addresses, e-mail and phone numbers. Please note that only successful candidates will be contacted. The deadline for applications is not later than **30TH September 2022**.

All applications should be sent to:

**The Vice Chancellor,
University of Iringa,
P. O. Box 200,
Iringa.
Email: vc@uoi.ac.tz**

