The **University of Iringa** is a leading private university in Tanzania, recognized for academic excellence and innovation. Operating under the **Evangelical Lutheran Church in Tanzania – Iringa Diocese**, we uphold Christian values while promoting inclusivity in student admissions and staff recruitment.

As part of our expansion, we invite **qualified and motivated individuals** to apply for the following positions:

Available Positions

1. Procurement and Supplies Officer (1 Position)
Qualifications:

- - Bachelor's degree or Advanced Diploma in Procurement & Supplies Management, Materials Management, or Logistics Management.
  - Specialization in Procurement and Supplies or equivalent qualification from a recognized institution.

2. Store Keeper (1 Position)
Qualifications:

- - Diploma in Procurement and Supply Chain Management, Stores, or Commerce.
  - Must be computer literate.

3. Human Resource Officer (1 Position)
Qualifications:

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  - Bachelor's degree or Advanced Diploma in Human Resources Management or Public Administration.
  - Must be computer literate.
  - At least two years of experience is an added advantage.

4. Registry Clerk (2 Positions)
Qualifications:

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  - Diploma in Registry from a recognized institution.
  - At least one year of experience is an added advantage.

How to Apply

If you meet the requirements and wish to join our dynamic team, please submit:

☑ **Updated CV**
☑ **Certified academic certificates and transcripts**
☑ **Three (3) referees with their contact details (email and phone number)**

Send your application to:
The Vice Chancellor
University of Iringa
P.O. Box 200, **Iringa, Tanzania**

Email: vc@uoi.ac.tz

Application Deadline:
All applications must be submitted **within two weeks** from the date of this announcement. Only shortlisted candidates will be contacted.

Important Note:

Certificates from foreign examination bodies and universities must be authenticated by **NECTA (National Examination Council of Tanzania)** and **TCU (Tanzania Commission for Universities).**