

THE UNITED REPUBLIC OF TANZANIA



PRESIDENT'S OFFICE PUBLIC SERVICE RECRUITMENT SECRETARIAT

Ref.No.JA.9/259/01/A/117

23rd June, 2022

VACANCY ANNOUNCEMENT

On behalf of Dar es salaam Institute of Technology (DIT), Public Service Recruitment Secretariat (PSRS) invites dynamic and suitable qualified Tanzanians to fill **44** vacant posts as mentioned below;

1.0 DAR ES SALAAM INSTITUTE OF TECHNOLOGY (DIT)

Dar es Salaam Institute of Technology (DIT) was established by the Act of Parliament No.6 of 1997 as a higher technical training institution in Tanzania.

1.0.1 LECTURER – Mechanical Engineering (1 Post)

1.0.2 Duties and Responsibilities for Lecturer

- i. To teach up to NTA level 9
- ii. To guide and supervises students in building up their practical and research projects,
- iii. To prepare learning resources and design training exercises for students.
- iv. To conduct researches, consultancy and community services.
- v. To develop and review existing curriculum.
- vi. To undertake teaching manuals, simulations and case studies for training.
- vii. To coach junior teaching staff
- viii. To conduct research and recommend solutions being on the research findings.
- ix. To perform any other duties as assigned by supervisor

1.0.3 Qualifications

Holder of Doctorate (PhD) Degree in Mechanical Engineering, Masters of Mechanical Engineering and Bachelor Degree or Advanced Diploma in Mechanical Engineering with **GPA of 3.5** and above in both Master's Degree and Bachelor Degree.

1.0.4 Experience

Proven working experience in research or consultancy for at least two (2) years and have Published at least three (3) consultancy/research reports of the academic and professional appreciable depth in the relevant field.

1.0.5 LECTURER – Electrical Engineering (1 Post)

1.0.6 Duties and Responsibilities for Lecturer

- i. To teach up to NTA level 9
- ii. To guide and supervises students in building up their practical and research projects,
- iii. To prepare learning resources and design training exercises for students.
- iv. To conduct researches, consultancy and community services.
- v. To develop and review existing curriculum.
- vi. To undertake teaching manuals, simulations and case studies for training.
- vii. To coach junior teaching staff
- viii. To conduct research and recommend solutions being on the research findings.
- ix. To perform any other duties as assigned by supervisor

1.0.7 Qualifications

Holder of Doctorate (PhD) Degree in Biomedical Engineering, Masters of Electrical Engineering and Bachelor Degree or Advanced Diploma in Electrical Engineering with **GPA of 3.5** and above in both Master's Degree and Bachelor Degree.

1.0.8 Experience

Proven working experience in research or consultancy for at least two (2) years and have Published at least three (3) consultancy/research reports of the academic and professional appreciable depth in the relevant field.

1.0.9 LECTURER – Civil Engineering (1 Post)

1.0.10 Duties and Responsibilities for Lecturer

- i. To teach up to NTA level 9
- ii. To guide and supervises students in building up their practical and research projects,
- iii. To prepare learning resources and design training exercises for students.
- iv. To conduct researches, consultancy and community services.
- v. To develop and review existing curriculum.
- vi. To undertake teaching manuals, simulations and case studies for training.
- vii. To coach junior teaching staff
- viii. To conduct research and recommend solutions being on the research findings.
- ix. To perform any other duties as assigned by supervisor

1.0.11 Qualifications

Holder of Doctorate (PhD) Degree in Civil Engineering, Masters of Civil Engineering and Bachelor Degree or Advanced Diploma in Civil Engineering with **GPA of 3.5** and above in both Master's Degree and Bachelor Degree.

1.0.12 Experience

Proven working experience in research or consultancy for at least two (2) years and have Published at least three (3) consultancy/research reports of the academic and professional appreciable depth in the relevant field.

1.0.13 LECTURER – Science and Laboratory Technology (1 Post)

1.0.14 Duties and Responsibilities for Lecturer

- i. To teach up to NTA level 9
- ii. To guide and supervises students in building up their practical and research projects,
- iii. To prepare learning resources and design training exercises for students.
- iv. To conduct researches, consultancy and community services.
- v. To develop and review existing curriculum.
- vi. To undertake teaching manuals, simulations and case studies for training.
- vii. To coach junior teaching staff
- viii. To conduct research and recommend solutions being on the research findings.
- ix. To perform any other duties as assigned by supervisor

1.0.15 Qualifications

Holder of Doctorate (PhD) Degree in any of the following Biotechnology, Molecular Biology, Microbiomes or Genetics, Masters of Science and Laboratory Technology and Bachelor Degree or Advanced Diploma in Science and Laboratory Technology with **GPA of 3.5** and above in both Master's Degree and Bachelor Degree.

1.0.16 Experience

Proven working experience in research or consultancy for at least two (2) years and have Published at least three (3) consultancy/research reports of the academic and professional appreciable depth in the relevant field.

1.0.17 Remuneration

Attractive remuneration package in accordance with the Institute's salary scale **PHTS 3/1**

1.0.18 ASSISTANT LECTURER – Mechanical Engineering (2 Posts)

1.0.19 Duties and Responsibilities for Assistant Lecturer

- i. To teach up to NTA level 8 (Bachelor's Degree);
- ii. To prepare learning resource for tutorial exercises;
- iii. To conduct research, seminars and case studies;
- iv. To carry out consultancy and community service under supervision;
- v. To supervise student's projects;
- vi. To prepare teaching manuals; and
- vii. To perform any other duties as assigned by supervisor

1.0.20 Qualifications

Holder of Master's Degree in Mechanical Engineering and Bachelor Degree or Advanced Diploma in Mechanical Engineering with **GPA** of **3.5** and above in both Master's Degree and Bachelor Degree.

1.0.21 Experience

Proven working experience in research or consultancy for at least one (1) year and have Published at least one (1) consultancy/research report of the academic and professional appreciable depth in the relevant field.

1.0.22 ASSISTANT LECTURER – Electrical Engineering (2 Posts)

1.0.23 Duties and Responsibilities for Assistant Lecturer

- i. To teach up to NTA level 8 (Bachelor's Degree);
- ii. To prepare learning resource for tutorial exercises;
- iii. To conduct research, seminars and case studies;
- iv. To carry out consultancy and community service under supervision;
- v. To supervise student's projects;
- vi. To prepare teaching manuals; and
- vii. To perform any other duties as assigned by supervisor

1.0.24 Qualifications

Holder of Master's Degree in Electrical/Biomedical Engineering and Bachelor Degree or Advanced Diploma in Electrical Engineering with **GPA** of **3.5** and above in both Master's Degree and Bachelor Degree.

1.0.25 Experience

Proven working experience in research or consultancy for at least one (1) year and have Published at least one (1) consultancy/research report of the academic and professional appreciable depth in the relevant field.

1.0.26 ASSISTANT LECTURER – Civil Engineering (2 Posts)

1.0.27 Duties and Responsibilities for Assistant Lecturer

- i. To teach up to NTA level 8 (Bachelor's Degree);
- ii. To prepare learning resource for tutorial exercises;
- iii. To conduct research, seminars and case studies;
- iv. To carry out consultancy and community service under supervision;
- v. To supervise student's projects;
- vi. To prepare teaching manuals; and
- vii. To perform any other duties as assigned by supervisor

1.0.28 Qualifications

Holder of Master's Degree in Civil/Architecture Engineering and Bachelor Degree or Advanced Diploma in Civil/Architecture Engineering with **GPA** of **3.5** and above in both Master's Degree and Bachelor Degree.

1.0.29 Experience

Proven working experience in research or consultancy for at least one (1) year and have Published at least one (1) consultancy/research report of the academic and professional appreciable depth in the relevant field.

1.0.30 ASSISTANT LECTURER – Electronics and Telecommunication Engineering (1 Post)

1.0.31 Duties and Responsibilities for Assistant Lecturer

- i. To teach up to NTA level 8 (Bachelor's Degree);
- ii. To prepare learning resource for tutorial exercises;
- iii. To conduct research, seminars and case studies;
- iv. To carry out consultancy and community service under supervision;
- v. To supervise student's projects;
- vi. To prepare teaching manuals; and
- vii. To perform any other duties as assigned by supervisor

1.0.32 Qualifications

Holder of Master's Degree in Electronics Engineering and related fields and Bachelor Degree or Advanced Diploma in Electronics and Telecommunication Engineering with **GPA** of **3.5** and above in both Master's Degree and Bachelor Degree.

1.0.33 Experience

Proven working experience in research or consultancy for at least one (1) year and have Published at least one (1) consultancy/research report of the academic and professional appreciable depth in the relevant field.

1.0.34 ASSISTANT LECTURER – Computer Studies (1 Posts)

1.0.35 Duties and Responsibilities for Assistant Lecturer

- i. To teach up to NTA level 8 (Bachelor's Degree);
- ii. To prepare learning resource for tutorial exercises;
- iii. To conduct research, seminars and case studies;
- iv. To carry out consultancy and community service under supervision;
- v. To supervise student's projects;
- vi. To prepare teaching manuals; and
- vii. To perform any other duties as assigned by supervisor

1.0.36 Qualifications

Holder of Master's Degree in Computer Science, Computer Engineering, Software Engineering or related field with expertise in Geographic Information System (GIS) or equivalent Master's Degree and possess Bachelor Degree or Advanced Diploma in Computer Science, Computer Engineering, Software Engineering with **GPA of 3.5** and above in both Master's Degree and Bachelor Degree.

1.0.37 Experience

Proven working experience in research or consultancy for at least one (1) year and have Published at least one (1) consultancy/research report of the academic and professional appreciable depth in the relevant field.

1.0.38 ASSISTANT LECTURER – General Studies (2 Posts)

1.0.39 Duties and Responsibilities for Assistant Lecturer

- i. To teach up to NTA level 8 (Bachelor's Degree);
- ii. To prepare learning resource for tutorial exercises;
- iii. To conduct research, seminars and case studies;
- iv. To carry out consultancy and community service under supervision;
- v. To supervise student's projects;
- vi. To prepare teaching manuals; and
- vii. To perform any other duties as assigned by supervisor

1.0.40 Qualifications

Holder of Master's Degree in Mathematics and Bachelor Degree or Advanced Diploma in Mathematics with **GPA of 3.5** and above in both Master's Degree and Bachelor Degree.

1.0.41 Experience

Proven working experience in research or consultancy for at least one (1) year and have Published at least one (1) consultancy/research report of the academic and professional appreciable depth in the relevant field.

1.0.42 Remuneration

Attractive remuneration package in accordance with the Institute's salary scale **PHTS 2/1**

1.0.43 TUTORIAL ASSISTANT – Mechanical Engineering (4 Posts)

1.0.44 Duties and Responsibilities for Tutorial Assistant

- i. To teach up to NTA level 6 (Ordinary Diploma);
- ii. To assist in conducting tutorial and practical exercises for students under close supervisions
- iii. To prepare learning resources for tutorial exercises
- iv. To assist in conducting research under close supervision
- v. To carry out consultancy and community services under close supervision and
- vi. To perform any other duties as assigned by supervisor

1.0.45 Qualifications

Holder of Bachelor Degree (NTA Level 8) or its equivalent qualification in Mechanical Engineering with **GPA of 3.5** and above.

1.0.46 Experience

Good presentation and communication skills.

1.0.47 Remuneration

Attractive remuneration package in accordance with the Institute's salary scale **PHTS 2/1**

1.0.48 TUTORIAL ASSISTANT – Electrical Engineering (2 Posts)

1.0.49 Duties and Responsibilities for Tutorial Assistant

- i. To teach up to NTA level 6 (Ordinary Diploma);
- ii. To assist in conducting tutorial and practical exercises for students under close supervisions
- iii. To prepare learning resources for tutorial exercises
- iv. To assist in conducting research under close supervision
- v. To carry out consultancy and community services under close supervision and
- vi. To perform any other duties as assigned by supervisor

1.0.50 Qualifications

Holder of Bachelor Degree (NTA Level 8) or its equivalent qualification in Biomedical Engineering with **GPA** of **3.5** and above.

1.0.51 Experience

Good presentation and communication skills.

1.0.52 Remuneration

Attractive remuneration package in accordance with the Institute's salary scale **PHTS 2/1**

1.0.53 TUTORIAL ASSISTANT – Civil Engineering (3 Posts)

1.0.54 Duties and Responsibilities for Tutorial Assistant

- i. To teach up to NTA level 6 (Ordinary Diploma);
- ii. To assist in conducting tutorial and practical exercises for students under close supervisions
- iii. To prepare learning resources for tutorial exercises
- iv. To assist in conducting research under close supervision
- v. To carry out consultancy and community services under close supervision and
- vi. To perform any other duties as assigned by supervisor

1.0.55 Qualifications

Holder of Bachelor Degree (NTA Level 8) or its equivalent qualification in Civil Engineering with **GPA** of **3.5** and above.

1.0.56 Experience

Good presentation and communication skills.

1.0.57 Remuneration

Attractive remuneration package in accordance with the Institute's salary scale **PHTS 2/1**

1.0.58 TUTORIAL ASSISTANT – Electronics and Telecommunication Engineering (3 Posts)

1.0.59 Duties and Responsibilities for Tutorial Assistant

- i. To teach up to NTA level 6 (Ordinary Diploma);
- ii. To assist in conducting tutorial and practical exercises for students under close supervisions
- iii. To prepare learning resources for tutorial exercises
- iv. To assist in conducting research under close supervision

- v. To carry out consultancy and community services under close supervision and
- vi. To perform any other duties as assigned by supervisor

1.0.60 Qualifications

Holder of a good Bachelor Degree (NTA Level 8) or its equivalent qualification in Electronics Engineering and related fields, Measurement and Instrumentation and related fields and TV and Radio Engineering and related fields with **GPA** of **3.5** and above.

1.0.61 Experience

Good presentation and communication skills.

1.0.62 Remuneration

Attractive remuneration package in accordance with the Institute's salary scale **PHTS 2/1**

1.0.63 TUTORIAL ASSISTANT – Computer Studies (2 Posts)

1.0.64 Duties and Responsibilities for Tutorial Assistant

- i. To teach up to NTA level 6 (Ordinary Diploma);
- ii. To assist in conducting tutorial and practical exercises for students under close supervisions
- iii. To prepare learning resources for tutorial exercises
- iv. To assist in conducting research under close supervision
- v. To carry out consultancy and community services under close supervision and
- vi. To perform any other duties as assigned by supervisor

1.0.65 Qualifications

Holder of Bachelor Degree (NTA Level 8) or its equivalent qualification in Computer Science, Computer Engineering, Cyber Security or related field with certification in Cyber Security with **GPA** of **3.5** and above.

1.0.66 Experience

Good presentation and communication skills.

1.0.67 Remuneration

Attractive remuneration package in accordance with the Institute's salary scale **PHTS 2/1**

1.0.68 TUTORIAL ASSISTANT – Science and Laboratory Technology (1Post)

1.0.69 Duties and Responsibilities for Tutorial Assistant

- i. To teach up to NTA level 6 (Ordinary Diploma);
- ii. To assist in conducting tutorial and practical exercises for students under close supervisions
- iii. To prepare learning resources for tutorial exercises
- iv. To assist in conducting research under close supervision
- v. To carry out consultancy and community services under close supervision and
- vi. To perform any other duties as assigned by supervisor

1.0.70 Qualifications

Holder of Bachelor Degree (NTA Level 8) or its equivalent qualification in Food Science and Technology with **GPA** of **3.5** and above.

1.0.71 Experience

Good presentation and communication skills.

1.0.72 Remuneration

Attractive remuneration package in accordance with the Institute's salary scale **PHTS 2/1**

1.0.73 TUTORIAL ASSISTANT – General Studies (1 Posts)

1.0.74 Duties and Responsibilities for Tutorial Assistant

- i. To teach up to NTA level 6 (Ordinary Diploma);
- ii. To assist in conducting tutorial and practical exercises for students under close supervisions
- iii. To prepare learning resources for tutorial exercises
- iv. To assist in conducting research under close supervision
- v. To carry out consultancy and community services under close supervision and
- vi. To perform any other duties as assigned by supervisor

1.0.75 Qualifications

Holder of Bachelor Degree (NTA Level 8) or its equivalent qualifications in Entrepreneurship/Communication skills with **GPA** of **3.5** and above.

1.0.76 Experience

Good presentation and communication skills.

1.0.77 Remuneration

Attractive remuneration package in accordance with the Institute's salary scale
PHTS 1/1

1.0.78 INSTRUCTOR II – Mechanical Engineering (3 Posts)

1.0.79 Duties and Responsibilities for Instructor II

- (i) To teach up to NTA level 6 and may assist teaching in higher NTA level
- (ii) To administer examinations for NTA level 6 students
- (iii) To conduct and support research and consultancy works
- (iv) To prepare learning resources
- (v) To supervise field training
- (vi) To supervise and assist junior staff
- (vii) To perform any other duties as assigned by supervisors

1.0.80 Qualifications

Holder of Bachelor Degree (NTA Level 8) or its equivalent qualifications in Mechanical Engineering with GPA of 3.0 and above.

1.0.81 Experience

Good presentation and communication skills with strong practical demonstration in workshop/Laboratory.

1.0.82 INSTRUCTOR II – Electrical Engineering (2 Posts)

1.0.83 Duties and Responsibilities for Instructor II

- i. To teach up to NTA level 6 and may assist teaching in higher NTA level
- ii. To administer examinations for NTA level 6 students
- iii. To conduct and support research and consultancy works
- iv. To prepare learning resources
- v. To supervise field training
- vi. To supervise and assist junior staff
- vii. To perform any other duties as assigned by supervisors

1.0.84 Qualifications

Holder of Bachelor Degree (NTA Level 8) or its equivalent qualifications in Electrical or Biomedical Engineering with GPA of 3.0 and above.

1.0.85 Experience

Good presentation and communication skills with strong practical demonstration in workshop/Laboratory.

1.0.86 INSTRUCTOR II – Civil Engineering (2 Posts)

1.4.1. Duties and Responsibilities for Instructor II

- viii. To teach up to NTA level 6 and may assist teaching in higher NTA level
- ix. To administer examinations for NTA level 6 students
- x. To conduct and support research and consultancy works
- xi. To prepare learning resources
- xii. To supervise field training
- xiii. To supervise and assist junior staff
- xiv. To perform any other duties as assigned by supervisors

1.0.87 Qualifications

Holder of Bachelor Degree (NTA Level 8) or its equivalent qualifications in Civil Engineering or related Fields with GPA of 3.0 and above.

1.0.88 Experience

Good presentation and communication skills with strong practical demonstration in workshop/Laboratory.

1.0.89 INSTRUCTOR II – Electronics and Telecommunication Engineering (2 Posts)

1.0.90 Duties and Responsibilities for Instructor II

- i. To teach up to NTA level 6 and may assist teaching in higher NTA level
- ii. To administer examinations for NTA level 6 students
- iii. To conduct and support research and consultancy works
- iv. To prepare learning resources
- v. To supervise field training
- vi. To supervise and assist junior staff
- vii. To perform any other duties as assigned by supervisors

1.0.91 Qualifications

Holder of Bachelor Degree (NTA Level 8) or its equivalent qualifications in Telecommunication Engineering, Electronics Engineering and related fields with GPA of 3.0 and above.

1.0.92 Experience

Good presentation and communication skills with strong practical demonstration in workshop/Laboratory.

1.0.93 INSTRUCTOR II – Computer Studies (2 Posts)

1.0.94 Duties and Responsibilities for Instructor II

- i. To teach up to NTA level 6 and may assist teaching in higher NTA level
- ii. To administer examinations for NTA level 6 students
- iii. To conduct and support research and consultancy works
- iv. To prepare learning resources
- v. To supervise field training
- vi. To supervise and assist junior staff
- vii. To perform any other duties as assigned by supervisors

1.0.95 Qualifications

Holder of Bachelor Degree (NTA Level 8) or its equivalent qualifications in Multimedia and Film Technology, Computer Science or Computer Engineering with GPA of 3.0 and above.

1.0.96 Experience

Good presentation and communication skills with strong practical demonstration in workshop/Laboratory.

1.0.97 INSTRUCTOR II – Science and Laboratory Technology (1 Posts)

1.0.98 Duties and Responsibilities for Instructor II

- i. To teach up to NTA level 6 and may assist teaching in higher NTA level
- ii. To administer examinations for NTA level 6 students
- iii. To conduct and support research and consultancy works
- iv. To prepare learning resources
- v. To supervise field training
- vi. To supervise and assist junior staff
- vii. To perform any other duties as assigned by supervisors

1.0.99 Qualifications

Holder of Bachelor Degree (NTA Level 8) or its equivalent qualifications in Food Science and Technology with GPA of 3.0 and above.

1.0.100 Experience

Good presentation and communication skills with strong practical demonstration in workshop/Laboratory.

1.0.101 Remuneration

Attractive remuneration package in accordance with the Institute's salary scale
PTSS 10/1

1.0.102 ADMISSION OFFICER II – (1 Post)

1.0.103 Duties and Responsibilities

- i. To process application for admission
- ii. To ensure availability of stationeries for admission purposes
- iii. To assist in preparing admission advertisements
- iv. To keep proper records of all students' admission matters and
- v. To perform any other related duties as may be assigned by immediate supervisor

1.0.104 Qualifications

Holder of Bachelor Degree/Advanced Diploma in Educational Management Administration or Statistics.

1.0.105 Remuneration

Attractive remuneration package in accordance with the Institute's salary scale
PGSS 6/1

1.0.106 EXAMINATION OFFICER II – (1 Post)

1.0.107 Duties and responsibilities

- i. To ensure availability of examination stationeries
- ii. To prepare **examinations** timetable and allocation of rooms.
- iii. To keep proper records of all examination results, minutes, rules and regulations.
- iv. To arrange examination invigilation and
- v. To perform any other related duties as may be assigned by immediate supervisor

1.0.108 Qualifications

Holder of Bachelor Degree/Advanced Diploma in Educational Management Administration or Statistics.

1.0.109 Remuneration

Attractive remuneration package in accordance with the Institute's salary scale
PGSS 6/1

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. 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;
- v. Attaching copies of the following certificates is strictly not accepted:-
 - Form IV and form VI results slips;
 - Testimonials and all Partial transcripts;
- vi. An applicant must upload recent Passport Size Photo in the Recruitment Portal;
- vii. An applicant employed in the Public Service should route his application letter through his respective employer;
- viii. An applicant who is retired from the Public Service for whatever reason should not apply;
- ix. An applicant should indicate three reputable referees with their reliable contacts;
- x. Certificates from foreign examination bodies for Ordinary or Advanced level education should be verified by The National Examination Council of Tanzania (NECTA).
- xi. 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);
- xii. An applicant with special needs/case (disability) is supposed/advised to indicate;
- xiii. 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.

- xiv. Deadline for application is **6th July, 2022**;
- xv. Only shortlisted candidates will be informed on a date for interview and;
- xvi. 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/>~~<http://portal.ajira.go.tz/>~~and not otherwise <http://portal.ajira.go.tz/>(This address also can be found at PSRS Website, Click **'Recruitment Portal'**)*

Released by:

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