

THE UNITED REPUBLIC OF TANZANIA



**PRESIDENT'S OFFICE
PUBLIC SERVICE RECRUITMENT SECRETARIAT**

Ref.No.JA.9/259/01/A/84

31st May, 2022

VACANCY ANNOUNCEMENT

On behalf of Water Institute **(WI)** Public Service Recruitment Secretariat invites qualified Tanzanians to fill **1** vacant post as mentioned below.

1.0 THE WATER INSTITUTE (WI)

The Water Institute is a Government Executive Agency established by the order Government Notice (G.N) No. 138 published on 22 August 2008) and was renamed as Water Development and Management Institute. It was thereafter changed into Water Institute through the G.N. No.217 of 2016. Water Institute established in order to train the technical workforce to serve the water sector.

1.0.1 ASSISTANT LECTURER – 1 POST

1.0.2 DUTIES AND RESPONSIBILITIES

- i. To instruct Students in the Department under close Supervision;
- ii. To prepare material for practical and tutorial exercise;
- iii. To conduct research;
- iv. To carry out consultancy and service job assignments under close supervision;
- v. To publish articles, books & research findings; and
- vi. To perform any other duties assigned by Supervisor.

1.0.3 QUALIFICATION AND EXPERIENCE

Holder of Master's Degree in Water Resources Engineering or Environmental Engineering and Bachelor Degree in one of the following fields; Water Resources Engineering, Environmental Engineering, Civil Engineering, Geology or Irrigation with minimum GPA 3.5 or equivalent from recognized institution.

1.0.4 REMUNERATION

Attractive remuneration package in accordance to institutions salary scale.

GENERAL CONDITIONS

- i. All applicants must be Citizens of Tanzania generally 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, University of Dodoma, Utumishi/Asha Rose Migiro Buildings - Dodoma.
- xiv. Deadline for application is **13rd June, 2022**;
- xv. Only shortlisted candidates will be informed on a date for interview and;
- xvi. Presentation of forged certificates and other information will necessitate 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**