

THE UNITED REPUBLIC OF TANZANIA

**MINISTRY OF EDUCATION, SCIENCE AND
TECHNOLOGY**



UNIVERSITY OF DAR ES SALAAM

MKWAWA UNIVERSITY COLLEGE OF EDUCATION

Ref. No.: MUCE: C4/18/31

Date: 28th December, 2022

**EMPLOYMENT OPPORTUNITIES RE-
ADVERTISEMENT**

The Mkwawa University College of Education is a Constituent College of the University of Dar es Salaam located in Iringa, Tanzania. The College was established in 2005 following the upgrading of the former Mkwawa High School in response to the growing demand for teachers in the country.

The Management of Mkwawa University College of Education {MUCE} invites job applications from suitably qualified Tanzanians to fill the following Academic vacant posts on Permanent and Pensionable terms as mentioned below:-

1. FACULTY OF SCIENCE

1.1 Tutorial Assistant - Informatics (2 posts)

1.1.1 Duties and Responsibilities;

- i) Undergo an induction course in pedagogy for those who had none before;
- ii) Understudy senior members, including attending lectures and seminars, tutorials and practical training;
- iii) Conduct tutorials, seminars and practical;
- iv) Assist in research, consultancy and other public services;
- v) This is a training post; the staff is required to undergo a Master's and Doctorate Degree training programme; and
- vi) Perform any other duties that may be assigned by the relevant authorities

1.1.2 Qualifications:

Must be a holder of Bachelor of Science in Computer Science, Bachelor of Science in Computer Engineering, Bachelor of Science in Telecommunications, Bachelor of Science with Education, Bachelor of Science in Software Engineering, Bachelor of Science in Informatics or Bachelor of Science in Data Science with a G.P.A of not less than 3.8 out of 5.0 from a recognized University.

1.1.3 Remuneration: Salary Scale: PUTS 1.1

1.2 Tutorial Assistant - Physics (2 posts)

1.2.1 Duties and Responsibilities;

- i) Undergo an induction course in pedagogy for those who had none before;
- ii) Understudy senior members, including attending lectures and seminars, tutorials and practical training;
- iii) Conduct tutorials, seminars and practical;
- iv) Assist in research, consultancy and other public services;
- v) This is a training post; the staff is required to undergo a Master's and Doctorate Degree training programme; and
- vi) Perform any other duties that may be assigned by the relevant authorities.

1.2.2 Qualifications:

Must be a holder of Bachelor of Science with Education or Bachelor of Science in Electronics with a G.P.A of not less than 3.8 out of 5.0 from a recognized University.

1.2.3 Remuneration: Salary Scale: PUTS 1.1

1.3 Tutorial Assistant - Chemistry (1 post)

1.3.1 Duties and Responsibilities;

- i) Undergo an induction course in pedagogy for those who had none before;
- ii) Understudy senior members, including attending lectures and seminars, tutorials and practical training;
- iii) Conduct tutorials, seminars and practicals;
- iv) Assist in research, consultancy and other public services;
- v) This is a training post; the staff is required to undergo a Master's and Doctorate Degree training programme; and
- vi) Perform any other duties that may be assigned by the relevant authorities.

1.3.2 Qualifications

Must be a holder of Bachelor of Science in Chemistry, or Bachelor of Science with Education with a G.P.A of not less than 3.8 out of 5.0 from a recognized University.

1.3.3 Remuneration: Salary Scale: PUTS 1.1

2. FACULTY OF EDUCATION

2.1 Tutorial Assistant - Early Childhood Education (1 Post)

2.1.1 Duties and Responsibilities;

- i) Undergo an induction course in pedagogy for those who had none before;
- ii) Understudy senior members, including attending lectures and seminars, tutorials and practical training;
- iii) Conduct tutorials, seminars and practicals;
- iv) Assist in research, consultancy and other public services;
- v) This is a training post; the staff is required to undergo a Master's and Doctorate Degree training programme; and
- vi) Perform any other duties that may be assigned by the relevant authorities.

2.1.2 Qualifications

The applicant must be a holder of Bachelor of Education in Early Childhood Education (ECE) with a G.P.A of not less than 3.8 out of 5.0 from a recognized University.

2.1.3 Remuneration: Salary Scale PUTS 1

3. FACULTY OF SCIENCE

3.1 Assistant Lecturer – Information Technology Security (1 Post)

3.1.1 Duties and Responsibilities;

- i) To undergo an induction course in pedagogic skills for those who had none before;
- ii) To carry out lectures, conduct tutorials, seminars and practical's for Undergraduate programmes;
- iii) To prepare and present case studies;
- iv) To conduct and publish/disseminate research results;
- v) To recognize students having difficulties, intervene and provided help and support;
- vi) To participate in consultancies and community services under supervision;
- vii) To undergo postgraduate training to PhD level; and
- viii) To perform any other duties that may be assigned by the relevant authorities.

3.1.2 Qualifications:

Holder of Master of Science in Information Technology Security or Master of Science in Computer Science with at least a GPA of 4.0 out of 5.0. In addition the candidate must have a minimum GPA of 3.8 out of 5.0 of the

first degree. The applicant should have a consistency career progression in his/her relevant area of specialization from Bachelor to Master's degree.

3.1.3 Remuneration: Salary Scale PUTS 2

3.2 Assistant Lecturer – Ecology (1 Post)

3.2.1 Duties and Responsibilities;

- i) To undergo an induction, course in pedagogic skills for those who had none before;
- ii) To carry out lectures, conduct tutorials, seminars and practical for Undergraduate programmes;
- iii) To prepare and present case studies;
- iv) To conduct and publish/disseminate research results;
- v) To recognize students having difficulties, intervene and provided help and support;
- vi) To participate in consultancies and community services under Supervision;
- vii) To undergo postgraduate training to PhD level; and
- viii) To perform any other duties that may be assigned by the relevant authorities.

3.2.2 Qualifications:

Holder of Master of Science in Biodiversity Conservation, Master of Wildlife Ecology, Master of Science in Applied Ecology or Master of Science in Biodeversity and Ecosystem Management with at least a GPA of 4.0 out of 5.0. In additional the candidate must have a minimum GPA of 3.8 out of 5.0 of the first degree. The applicant should have a consistency career progression in his/her relevant area of specialization from Bachelors to Master's degree.

3.2.3 Remuneration: Salary Scale PUTS 2

3.3 Assistant Lecturer – Botany (1 Post)

3.3.1 Duties and Responsibilities;

- i) To undergo an induction, course in pedagogic skills for those who had none before;
- ii) To carry out lectures conduct tutorials, seminars and practical for Undergraduate programmes;
- iii) To prepare and present case studies;
- iv) To conduct and publish/disseminate research results;
- v) To recognize students having difficulties, intervene and provided help and support;
- vi) To participate in consultancies and community services under Supervision;

- vii) To undergo postgraduate training to PhD level; and
- viii) To perform any other duties that may be assigned by the relevant authorities.

3.3.2 Qualifications:

Holder of Master of Science in Botany, Master of Science in applied Botany or Master of Science in Biodiversity, Master of Science in Forestry Sciences or Master of Science in Dryland Biodiversity with at least a GPA of 4.0 out of 5.0. In addition the candidate must have a minimum GPA of 3.8 out of 5.0 of the first degree. The applicant should have a consistency career progression in his/her relevant area of specialization from Bachelors to Master's degree.

3.3.3 Remuneration: Salary Scale PUTS 2

3.4 Assistant Lecturer – Inorganic Chemistry (1 Post)

3.4.1 Duties and Responsibilities;

- i) To undergo an induction course in pedagogic skills for those who had none before;
- ii) To carry out lectures, conduct tutorials, seminars and practical's for Undergraduate programmes;
- iii) To prepare and present case studies;
- iv) To conduct and publish/disseminate research results;
- v) To recognize students having difficulties, intervene and provided help and support;
- vi) To participate in consultancies and community services under Supervision;
- vii) To undergo postgraduate training to PhD level; and
- viii) To perform any other duties that may be assigned by the relevant authorities.

3.4.2 Qualifications:

Holder of Masters of Science in Chemistry with at least a GPA of 4.0 out of 5.0. In addition the candidate must have a minimum GPA of 3.8 out of 5.0 of the first degree. The applicant should have a consistency career progression in his/her relevant area of specialization from Bachelors to Master's degree.

3.4.3 Remuneration: Salary Scale PUTS 2

4. FACULTY OF HUMANITIES AND SOCIAL SCIENCES

4.1 Assistant Lecturer - Political Science and Public Administration (1 post)

4.1.1 Duties and Responsibilities;

- i) To undergo an induction, course in pedagogic skills for those who had none before;
- ii) To carry out lectures, conduct tutorials, seminars and practicals for Undergraduate programmes;
- iii) To prepare and present case studies;
- iv) To conduct and publish/disseminate research results;
- v) To recognize students having difficulties, intervene and provided help and support;
- vi) To participate in consultancies and community services under Supervision;
- vii) To undergo postgraduate training to PhD level; and
- viii) To perform any other duties that may be assigned by the relevant authorities

4.1.2 Qualifications:

Holder of Masters of Arts in Political Science and Public Administration with at least a GPA of 4.0 out of 5.0. In additional the candidate must have a minimum GPA of 3.8 out of 5.0 of the first degree in the same field and be assessed as potentially good academically. The applicant should have a consistency career progression in his/her relevant area of specialization from Bachelors to Master's degree.

4.1.3 Remuneration: Salary Scale PUTS 2

4.2 Assistant Lecturer - Languages and Linguistics (1 Post)

4.2.1 Duties and responsibilities;

- i) To undergo an induction, course in pedagogic skills for those who had none before;
- ii) To carry out lectures, conduct tutorials, seminars and practicals for Undergraduate programmes;
- iii) To prepare and present case studies;
- iv) To conduct and publish/disseminate research results;
- v) To recognize students having difficulties, intervene and provided help and support;
- vi) To participate in consultancies and community services under Supervision;

- vii) To undergo postgraduate training to PhD level; and
- viii) To perform any other duties that may be assigned by the relevant authority.

4.2.2 Qualifications:

Holder of Master's Degree in Linguistics, English or Communication Skills, with at least a GPA of 4.0 out of 5.0. In addition the candidate must have a minimum GPA of 3.8 out of 5.0 of the first degree in the same field and be assessed as potentially good academically. The applicant should have a consistency career progression in his/her relevant area of specialization from Bachelors to Master's degree.

4.2.3 Remuneration: Salary Scale PUTS 2

4.3 Assistant Lecturer - Geography (1 Post)

4.3.1 Duties and Responsibilities;

- i) To undergo an induction, course in pedagogic skills for those who had none before;
- ii) To carry out lectures, conduct tutorials, seminars and practical's for Undergraduate programmes;
- iii) To prepare and present case studies;
- iv) To conduct and publish/disseminate research results;
- v) To recognize students having difficulties, intervene and provided help and support;
- vi) To participate in consultancies and community services under Supervision;
- vii) To undergo postgraduate training to PhD level; and
- viii) To perform any other duties that may be assigned by the relevant authorities.

4.3.2 Qualifications:

Holder of Master's Degree in Geography and Environmental studies, Demography, Disaster Management, Geomatics, Natural Resource Management, Geographical Information Systems and Remote Sensing with at least a GPA of 4.0 out of 5.0. In addition the candidate must have a minimum GPA of 3.8 out of 5.0 of the first degree in the same field and be assessed as potentially good academically. The applicant should have a consistency career progression in his/her relevant area of specialization from Bachelors to Master's degree.

4.3.3 Remuneration: Salary Scale PUTS 2

5 FACULTY OF EDUCATION

5.1 Assistant Lecturer - Computer Literacy/Computer Assisted Learning in Science and Mathematics (1 post)

5.1.1 Duties and responsibilities

- i) To undergo an induction, course in pedagogic skills for those who had none before;
- ii) To carry out lectures, conduct tutorials, seminars and practical's for undergraduate programmes;
- iii) To prepare and present case studies;
- iv) To conduct and publish/disseminate research results;
- v) To recognize students having difficulties, intervene and provided help and support;
- vi) To participate in consultancies and community services under Supervision;
- vii) To undergo postgraduate training to PhD level; and
- viii) To perform any other duties that may be assigned by the relevant authority.

5.1.2 Qualifications:

Holder of a Master of Education in Science Education or Master of Science with Education with background in Computer Science, Informatics, Information or Communication Technology or software technology with a minimum G.P.A of 4.0 at Master's level and Bachelor of Education in Science or Bachelor of Science with Education with G.P.A of 3.8 from a reputable University.

5.1.3 Remuneration: Salary Scale PUTS 2

5.2 Assistant Lecturer - Educational Technology (1 Post)

5.2.1 Duties and Responsibilities;

- i) To undergo an induction, course in pedagogic skills for those who had none before;
- ii) To carry out lectures, conduct tutorials, seminars and practicals for undergraduate programmes;
- iii) To prepare and present case studies;
- iv) To conduct and publish/disseminate research results;
- v) To recognize students having difficulties, intervene and provided help and support;
- vi) To participate in consultancies and community services under Supervision;
- vii) To undergo postgraduate training to PhD level; and
- viii) To perform any other duties that may be assigned by the relevant authority.

5.2.2 Qualifications:

Holder of a Master of Education in Science Education or Master of Science with Education or Master of Arts with Education with background in Educational Technology with a minimum G.P.A of 4.0 at Master's level and 3.8 at Bachelor degree in Bachelor of Education in Science or Bachelor of Science with Education from a reputable University.

5.2.3 Remuneration: Salary Scale PUTS 2

5.3 Assistant Lecturer - Inclusive and Special Needs Education (1 Post)

5.3.1 Duties and Responsibilities

- i) To undergo an induction, course in pedagogic skills for those who had none before;
- ii) To carry out lectures, conduct tutorials, seminars and practicals for undergraduate programmes;
- iii) To prepare and present case studies;
- iv) To conduct and publish/disseminate research results;

- v) To recognize students having difficulties, intervene and provided help and support;
- vi) To participate in consultancies and community services under Supervision;
- vii) To undergo postgraduate training to PhD level; and
- viii) To perform any other duties that may be assigned by the relevant authority.

5.3.2 Qualifications:

Holder of a Master of Arts with Education or Master of Arts in Applied Social Psychology or Master of Arts in Special Needs/Inclusive Education with a minimum G.P.A of 4.0 at Master's level and Bachelor of Education in Science OR Bachelor of Education in Arts with G.P.A. 3.8 at Bachelor's degree from a reputable University.

5.3.3 Remuneration: Salary Scale PUTS 2

5.4 Assistant Lecturer - Kiswahili Teaching Methods (1 Post)

5.4.1 Duties and Responsibilities;

- i) To undergo an induction, course in pedagogic skills for those who had none before;
- ii) To carry out lectures, conduct tutorials, seminars and practicals for undergraduate programmes;
- iii) To prepare and present case studies;
- iv) To conduct and publish/disseminate research results;

- v) To recognize students having difficulties, intervene and provided help and support;
- vi) To participate in consultancies and community services under Supervision;
- vii) To undergo postgraduate training to PhD level; and
- viii) To perform any other duties that may be assigned by the relevant authority.

5.4.2 Qualifications:

Holder of a Master of Arts with Education with a minimum G.P.A of 4.0 and Bachelor of Education in Arts with G.P.A. of 3.8 from a reputable University.

5.4.3 Remuneration: Salary Scale PUTS 2

5.5 Assistant Lecturer - Human Resource Management in Education (1 Post)

5.5.1 Duties and Responsibilities

- i) To undergo an induction, course in pedagogic skills for those who had none before;
- ii) To carry out lectures, conduct tutorials, seminars and practicals for undergraduate programmes;
- iii) To prepare and present case studies;
- iv) To conduct and publish/disseminate research results;
- v) To recognize students having difficulties, intervene and provided help and support;
- vi) To participate in consultancies and community services under Supervision;
- vii) To undergo postgraduate training to PhD level; and
- viii) To perform any other duties that may be assigned by the relevant authority.

5.5.2 Qualifications:

Holder of a Master of Educational Management and Administration with a minimum G.P.A of 4.0 and Bachelor of Education in Science OR Bachelor of Arts with G.P.A of 3.8 from a reputable University.

5.5.3 Remuneration: Salary Scale PUTS 2

5.6 Assistant Lecturer - The History of Education or Sociology of Education (1 Post)

5.6.1 Duties and Responsibilities;

- i) To undergo an induction, course in pedagogic skills for those who had none before;
- ii) To carry out lectures, conduct tutorials, seminars and practicals for undergraduate programmes;

- iii) To prepare and present case studies;
- iv) To conduct and publish/disseminate research results;
- v) To recognize students having difficulties, intervene and provided help and support;
- vi) To participate in consultancies and community services under Supervision;
- vii) To undergo postgraduate training to PhD level; and
- viii) To perform any other duties that may be assigned by the relevant authority.

5.6.2 Qualifications:

Holder of a Master of Arts with Education with a minimum G.P.A of 4.0 at Master's level and Bachelor of Education in Arts OR Bachelor of Education in Science with G.P.A of 3.8 at a Bachelor's degree from a reputable University.

5.6.3 Remuneration: Salary Scale PUTS 2

5.7 Assistant Lecturer - Philosophy of Education (1 Post)

5.7.1 Duties and Responsibilities:-

- i) To undergo an induction course in pedagogic skills for those who had none before;
- ii) To carry out lectures, conduct tutorials, seminars and practicals for undergraduate programmes;
- iii) To prepare and present case studies;
- iv) To conduct and publish/disseminate research results;
- v) To recognize students having difficulties, intervene and provided help and support;
- vi) To participate in consultancies and community services under Supervision;
- vii) To undergo postgraduate training to PhD level; and
- viii) To perform any other duties that may be assigned by the relevant authority.

5.7.2 Qualifications:

Holder of a Master of Arts with Education with a minimum G.P.A of 4.0 at Master's level and Bachelor of Education in Arts OR Bachelor of Education in Science with G.P.A. of 3.8 at a Bachelor's degree from a reputable University.

5.7.3 Remuneration: Salary Scale PUTS 2

MODE OF APPLICATION

Interested candidates should apply in confidence, enclosing certified copies of academic certificates, transcripts/testimonials, and detailed CV with addresses of two referees. Applications should reach the undersigned within two weeks from the date of this advertisement.

Note:

- i) Applicants employed in the Public Service must channel their application letters through their respective employers. Applicants who will not comply to such status will lead to automatic disqualification;
- ii) Certificates from foreign Universities should be verified by the Tanzania Commission for Universities (TCU);
- iii) The National Examination Council of Tanzania (NECTA) should verify certificates from foreign examination bodies for Ordinary or Advanced level education;
- iv) Presentation of forged certificates & other information will necessitate to legal action;
- v) Candidates with unclassified degrees should attach an official GPA count from the respective University;
- vi) Applicants who were once employed in the public service should state the organization they worked with and why they were terminated from the public service;
- vii) A signed application letter should be written in English and Addressed to the **Secretary, President's Office, Public Service Recruitment Secretariat, P.O. Box 2320, Utumishi Building at the University of Dodoma – Dr. Asha Rose Migiro Buildings – Dodoma;**
- viii) Deadline for application is 14th January, 2023;
- ix) Only shortlisted candidates will be informed on the date of interview and;

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').