



UNITED REPUBLIC OF TANZANIA
MINISTRY OF EDUCATION, SCIENCE AND TECHNOLOGY
UNIVERSITY OF DAR ES SALAAM
DAR ES SALAAM UNIVERSITY COLLEGE
OF EDUCATION



EMPLOYMENT OPPORTUNITIES

The Dar es Salaam University College of Education (DUCE) is a Constituent College of the University of Dar es Salaam established in 2005. The main functions of the College, as stipulated in the Dar es Salaam University College of Education Charter and the Rules of 2010, are to provide integrated teaching, research and public service.

To enhance effective teaching and learning, research and provision of public services, the College invites applications from suitable qualified Tanzanians to fill the following advertised vacant positions:

1. ASSISTANT LECTURER – EDUCATIONAL MANAGEMENT, 1 POST

DUTIES AND RESPONSIBILITIES

- (i) To carry out lectures, conduct tutorials, seminars and practical for undergraduate programmes;
- (ii) To prepare and present case studies;
- (iii) To conduct and publish/disseminate research results;
- (iv) To participate/contribute in curriculum development;
- (v) To recognize students having learning difficulties, intervene and provide assistance and support;
- (vi) To guide students in various academic issues;
- (vii) To participate in consultancy and community services under supervision;
- (viii) To attend workshops, conferences and symposia; and
- (ix) To perform any other related duties as may be assigned by the supervisor.

QUALIFICATIONS AND EXPERIENCE

Master of Education in Educational Leadership and Management or Educational Management and Administration or Educational Leadership and Policy Studies or Education in Administration, Planning and Policy Studies or Master of Business Administration or

Entrepreneurship and Enterprise Development with either a Bachelor of Education in Arts or Education in Sciences or a Bachelor of Science with Education or Bachelor of Arts with Education from a recognized academic institution. The candidate should possess a GPA of at least 4.0 points at the Master's Level and a minimum GPA of 3.8 points (out of 5 points) at the Bachelor's Level.

SALARY SCALE: PUTS 2.1

2. ASSISTANT LECTURER – BIODIVERSITY CONSERVATION/ECOLOGY, 1 POST

DUTIES AND RESPONSIBILITIES

- (i) To carry out lectures, conduct tutorials, seminars and practical for undergraduate Programmes;
- (ii) Prepare and present case studies;
- (iii) Conduct and publish/disseminate research results;
- (iv) Participate/contribute in curriculum development;
- (v) Recognize students having learning difficulties, intervene and provide assistance and support;
- (vi) Guide students in various academic issues;
- (vii) Participate in consultancy and community services under supervision;
- (viii) To attend workshops, conferences and symposia; and
- (ix) To perform any other related duties as may be assigned by the supervisor.

QUALIFICATIONS AND EXPERIENCE

Holder of a Master Degree of Science in Biodiversity Management or Master of Science in Ecology or Master of Science in Biodiversity Conservation and Management or Master of Science in Ecosystems Science and Management or Master of Science in Ecology and Environmental Management or Master of Science in Environmental Science and Management or Master of Science in Integrated Environmental Management or Master of Science in Environmental Sciences, Management and Technology or Master of Science in Environmental Biology or Master of Science with Education majoring in Biology and either a Bachelor of Science with Education or Bachelor of Science in Biology or Bachelor of Science in Ecology or Bachelor of Science in Environmental Sciences and Management or Bachelor of Science in Botany or Bachelor of Science in Applied Zoology or Bachelor of Science in Ecosystems

Science and Management or Bachelor of Science in Wildlife Science and Conservation or Bachelor of Science in Wildlife Management or Bachelor of Education in Science majoring in Biology or any recognized Bachelor of Science degree from a recognized Academic Institution. The Candidate should poses a GPA of at least 4.0 points at Masters Level and a minimum GPA of 3.8 points (out of 5 points) at Undergraduate Level.

SALARY SCALE: PUTS 2.1

3. ASSISTANT LECTURER – DEVELOPMENT STUDIES, 1 POST

DUTIES AND RESPONSIBILITIES

- (i) To carry out lectures, conduct tutorials, seminars and practicals for undergraduate programmes;
- (ii) To prepare and present case studies;
- (iii) To conduct and publish/disseminate research results;
- (iv) To participate/contribute in curriculum development;
- (v) To recognize students having learning difficulties, intervene and provide assistance and support;
- (vi) To guide students in various academic issues;
- (vii) To participate in consultancy and community services under supervision;
- (viii) To attend workshops, conferences and symposia; and
- (ix) To perform any other related duties as may be assigned by the supervisor.

QUALIFICATIONS AND EXPERIENCE

Master of Arts/Science in Development Studies or in Development, Planning and Policy Analysis or in Rural Development or in Gender Studies or Development Evaluation, or Planning, Monitoring and Evaluation, or in Project Management and Evaluation, or in Development Economics, or in Governance, or Master of Cooperative and Community Development and either a Bachelor of Arts with Education or Bachelor of Education in Arts or Bachelor of Development Studies or Gender Studies or Entrepreneurship or Rural Development from a recognized academic institution. The candidate should possess a GPA of at least 4.0 points at the Master's Level and a minimum GPA of 3.8 points (out of 5 points) at the Bachelor's Level.

SALARY SCALE: PUTS 2.1

GENERAL CONDITIONS

- (i) All applicants must be Citizens of Tanzania with age not above 45 years.
- (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; and
 - National Identification Card.
- (v) Attaching copies of the following certificates is strictly not accepted:-
 - Form IV and form VI results slip;
 - Testimonials and all Partial transcripts;
- (vi) An applicant must upload a recent Passport Size Photo in the Recruitment Portal;
- (vii) An applicant who is retired from the Public Service for whatever reason should not apply;
- (viii) An applicant should indicate three reputable referees with reliable contacts;
- (ix) Certificates from foreign examination bodies for Ordinary or Advanced level education should be verified by the National Examinations Council of Tanzania (NECTA);
- (x) 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);
- (xi) An applicant with special needs/case (disability) is advised to indicate;
- (xii) Only short-listed candidates will be informed on the date of interview and;
- (xiii) Presentation of forged certificates and other information will necessitate legal action;
- (xiv) A signed application letter should be written in English and Addressed to Deputy Principal (Academic, Research and Consultancy) Dar es Salaam University College of Education (DUCE) P.O. BOX 2329, Dar es Salaam.

The deadline for submitting applications is Friday, June 23, 2023.

NOTE: All applications must be sent through the Recruitment Portal by using the following address; <http://portal.ajira.go.tz/> and not otherwise (This address also can be found on Public Service Recruitment Secretariat Website, Click' Recruitment 'Portal')