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Job opportunities at Stella Maris Mtwara University College (STeMMUCo)

Stella Maris Mtwara University College (STeMMUCo) – A Constituent College of Saint Augustine University of Tanzania is a private higher learning Institution owned by the Tanzania Episcopal Conference (TEC) with a vision to become a reputable and vibrant higher learning institution responsive to regional, national and international development needs.

STeMMUCo is an equal opportunity employer and it intends to recruit competent academicians capable of imparting professional skills and inculcating civic and social values to students that will make them better citizens.

The applicants are required to fill the following vacant positions:

ACADEMIC POSITIONS

1 Faculty of Arts, Business Studies, and Social Sciences

- ✚ Law
 - 1 Position – Assistant Lecturer
 - 1 Position - Lecturer
- ✚ Finance & Accounting
 - 2 Positions – Assistant Lecturer
- ✚ Human Resource Management
 - 1 Position – Assistant Lecturer
 - 1 Position - Lecturer
- ✚ Procurement
 - 1 Position – Assistant Lecturer

2. Faculty of Education and Science

- ✚ Chemistry
 - 2 Positions - Assistant Lecturer
- ✚ Literature
 - 2 Positions – Assistant Lecturer
 - 1 Position – Lecturer
- ✚ Linguistics
 - 1 Position – Assistant Lecturer
 - 1 Position – Lecturer
- ✚ Mathematics
 - 1 Position – Assistant Lecturer

A. Qualifications and Experience:

Applicants for the position of Lecturer must possess a PhD.

Applicants for the position of Assistant Lecturer must possess a minimum GPA of 4.0 or a B+ average at Master's degree level and an undergraduate degree with an overall GPA of 3.5 or higher from reputable Higher Learning Institutions registered/recognized by TCU.

i. Main duties for Lecturer:

A Lecturer shall

- a) Develop curriculum and participate in its implementation.
- b) Carry out lectures, conduct tutorials, seminars and practical for undergraduate students.
- c) Assess undergraduate students coursework and academic progress.
- d) Invigilate students during examination
- e) Set and mark assignments, tests and examinations and submit results on time.
- f) Prepare manuals and case studies for training.
- g) Participate in multi-disciplinary research projects.
- h) Participate in developing and managing various university activities.
- i) Participate in writing Research Grants - Applications.
- j) Participate in research, and publishing/disseminate of results.
- k) Participate in consultancy and community services.
- l) Attend/organize workshops, conferences and symposia.
- m) Participate in Continuing Education and Professional (CEP) and faculty development activities to improve teaching skills including facilitation.
- n) Supervise case presentation and participate in training other staff.
- o) Perform any other duties that may be assigned by competent authority

ii. Main duties for Assistant Lecturers:

Assistant Lecturer shall

- a) Work in co-operation with senior faculty members on specific projects such as research and consultancy.
- b) Understudy senior faculty to supervise special projects, conduct, publish and disseminate research results.
- c) Participate in training, research and consultancy.
- d) Mark and grade of examination and tests.
- e) Supervise students during seminars, examinations, tests, practical, field work and tutorials.
- f) Participate in writing of Teaching Manuals.
- g) Participate in curriculum development.
- h) Invigilate students during examinations.

- i) Attend workshops, conferences and symposia.
- j) Attend faculty development trainings.
- k) Promote excellence in all service programmes of the department.
- l) Perform any other duties that may be assigned by a competent authority.

B. Terms of Employment

Successful candidates will be employed on Contract basis of three (3) years (renewable). However, confirmation of the position shall be made after satisfactory completion of first year of employment/Probation period.

C. Remuneration

Attractive remuneration package will be offered to successful candidates

D. Mode of Application

Application should be accompanied by detailed Curriculum Vitae (CV), Providing names, positions and detailed contacts of three (3) Reliable referees and copies of relevant Certificates and Transcripts.

NB: All documents should be in one folder.

E. Deadline for Receiving Applications

The applications should be submitted to the address below not later than **Friday 10th November 2023 at 1600 hours**. Any application received after due date will not be considered. Short-listed applicants will be notified and should be available for interview exercise either physically or via ZOOM (depending on the whereabouts/location of the concerned).

Be careful of imposters. We don't charge fee for application.

Applications should be addressed to:

**Human Resource Director,
Stella Maris Mtwara University College,
P.O. BOX 674,
MTWARA
Email: stemmucohr@stemmuco.ac.tz**