

**THE UNITED REPUBLIC OF
TANZANIA**



PRESIDENT'S OFFICE

PUBLIC SERVICE RECRUITMENT SECRETARIAT

Ref.No.EA.7/96/01/K/247

27th July, 2020

VACANCIES ANNOUNCEMENT

On behalf of **Dar-es-Salaam Institute of Technology (DIT)**, **The National Institute of Transport (NIT)** and Tanzania Forest Services (TFS) Agency President's Office, Public Service Recruitment Secretariat invites competent, experienced, and highly organized and self-motivated Tanzanians to fill **26** vacant posts as mentioned below;-

1.0 DAR-ES-SALAAM INSTITUTE OF TECHNOLOGY (DIT)

Dar es Salaam Institute of Technology (DIT) was established by an Act of Parliament No.6 of 1997 as a high technical training institution in Tanzania. DIT has a vision of becoming the leading provider of high quality engineering education, research and consultancy within Tanzania and the East African region. Among others, the mission of DIT is to provide the development and usage of appropriate technology that meets national, regional and international needs and standards through skills and practical-oriented training, research and consultancy. Besides, DIT is positioned to respond to a call by the President of 5th phase Government of the United Republic of Tanzania (URT), His Excellence Dr. John Pombe Joseph Magufuli, to spearhead realization of

industry economy by 2025, as spelt out in his inaugural speech to the Parliament of Tanzania on 20th November, 2015.

1.0.1 ASSISTANT LECTURER- MECHANICAL ENGINEERING DEPARTMENT - 1 POSTS

1.0.2 DUTIES AND RESPONSIBILITIES

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

1.0.3 QUALIFICATIONS AND EXPERIENCE:

Master of Science either in Mechanical Engineering, Mechatronics or Automation with Bachelor of Science or Advanced Diploma in Mechanical Engineering both with GPA of 3.8 and above from any recognized Institution.

1.0.4 REMUNERATION

Attractive remuneration package in accordance with the Institution's Salary Scale PHTS2/1

1.0.5 ASSISTANT LECTURER-CIVIL ENGINEERING DEPARTMENT – 2 POSTS

1.0.6 DUTIES AND RESPONSIBILITIES

- i. To teach up to NTA level 8 (Bachelor Degree);
- ii. To prepare learning resources for tutorial exercises;
- iii. To conduct research, seminars and case studies;
- iv. To carry out Consultancy and community services under supervision;
- v. To supervise student's projects;

- vi. To prepare teaching manuals; and
- vii. To perform any other duties as assigned by supervisors.

1.0.7 QUALIFICATIONS AND EXPERIENCE:

Master of Science in Architectural Engineering or related field with Bachelor of Science or Advanced Diploma in Architectural Engineering or Studies both with GPA of 3.8 and above from any recognized Institution.

1.0.8 REMUNERATION

Attractive remuneration package in accordance with the Institution's Salary Scale PHTS2/1

2.0 THE NATIONAL INSTITUTE OF TRANSPORT (NIT)

The National Institute of Transport (NIT) was established by the National Institute of Transport Act, Cap 187R.E 2002. It is fully accredited by the National Council for Technical Education (NACTE) with the Certificate of Registration number REG/EOS/009 of 2002.

2.0.1 TUTORIAL ASSISTANT IN COMPUTER SCIENCE (1 POST)

2.0.2 DUTIES AND RESPONSIBILITIES

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

2.0.3 QUALIFICATIONS AND EXPERIENCE

Bachelor Degree (NTA Level 8) with Upper Second of GPA not less than 3.5, and for unclassified degrees an overall average of B+ grade or above either in Computer Engineering, Computer Networking, Computer Science, Software Engineering, Information Technology or computer Network Security from a recognize Institution.

2.0.4 SALARY SCALE: PHTS 1.1

3.0 TANZANIA FOREST SERVICES (TFS) AGENCY

Tanzania Forest Services (TFS) Agency as a semi-autonomous Government Agency was established through Government Notice No. 269 of 30th July 2010. TFS establishment is supported by the Executive Agency Act (Cap. 245) as amended in 2009, the National Forest and Beekeeping Policies adopted in March 1998 and administered through the Forest Act Cap 323 R.E of 2002) and Beekeeping Act Cap 224 R.E of 2002 which provide the legal framework for the management of forests and bee resources.

TFS Headquarters is located in Dar es Salaam at Mpingo House, Ivory Room premises along Nyerere Road. TFS offices outside Dar es Salaam operate in seven zones as follows: Eastern (Kibaha- Kongowe in Pwani Region), Southern (Masasi Town in Mtwara Region) Southern Highlands (Mbeya Municipal in Mbeya Region), Northern (Same Town in Kilimanjaro Region) Western (Tabora Municipal in Tabora Region), Lake (Mwanza Municipal in Mwanza Region) and Central (Dodoma Municipal in Dodoma Region). The Headquarters is responsible for providing Zonal Offices with technical and professional support, establishing standards, systems and procedures for resources management, utilization, capacity building, coordinating the Agency's technical services, monitoring and evaluating the performance of field operations. All operational matters of the Agency are handled at the Zones, and that the Headquarters deals with strategic management issues.

3.0.1 FOREST ASSISTANT III (22 POSTS)

He/she will be responsible for providing technical support and enforce forest policies and legislations.

3.0.2 DUTIES AND RESPONSIBILITIES

- i. To collect tree seeds;
- ii. To carry out general nursery activities;
- iii. To carry out routine maintenance of forests; and
- iv. To conduct forest patrol.

3.0.3 QUALIFICATION AND EXPERIENCE

Form IV or form VI plus a certificate in Forestry or Wood Industry from recognized institutions.

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. Overqualified candidates should not apply;
- vii. An applicant must upload recent Passport Size Photo in the Recruitment Portal;
- viii. An applicant employed in the Public Service **should route his application**

letter through his respective employer;

- ix. An applicant who is retired from the Public Service for whatever reason should not apply;
- x. An applicant should indicate three reputable referees with their reliable contacts;
- xi. Certificates from foreign examination bodies for Ordinary or Advanced level education should be verified by The National Examination Council of Tanzania (NECTA).
- xii. 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);
- xiii. An applicant with special needs/case (disability) is supposed/advised to indicate;
- xiv. A signed application letter should be written either in Swahili or English language and Addressed to *Secretary, Presidents Office, Public Service Recruitment Secretariat, P. O. Box 63100, Utumishi House, 8 Kivukoni Road, 11102 Dar EsSalaam;*
- xv. **Deadline for application is 9th August, 2020;**
- xvi. Only short listed candidates will be informed on a date for interview and;
- xvii. 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/> and not otherwise (This address also can be found at PSRS Website, Click 'Recruitment Portal')

Released by:

**SECRETARY
PUBLIC SERVICE RECRUITMENT SECRETARIAT**