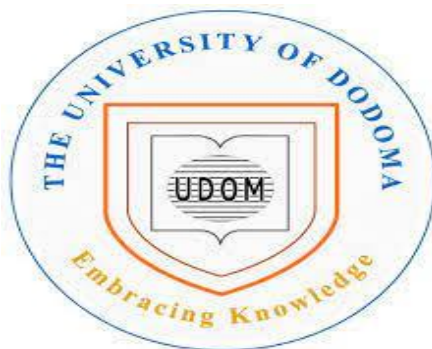


THE UNIVERSITY OF DODOMA



Ref. No. CCA.251/273/01/167

15th September, 2026

VACANCIES ANNOUNCEMENT

1.0. THE UNIVERSITY OF DODOMA

The University of Dodoma has a vision to become “*A centre of excellence in education, training, research, innovation and public services for sustainable and inclusive global development*”. This is possible, among other things, by recruiting high-quality academic staff.

The University is located about 8 km east of the city Centre, and is accessible by public transport, which is easily available from the city Centre. Given the central location of Dodoma, UDOM is strategically positioned to serve applicants around the country and specifically Government and private sector employees living in Dodoma, who hitherto could not find training opportunities in the area. Such employees can comfortably utilize UDOM to combine work and study for their career advancement. Additionally, the geographical location and Dodoma weather render UDOM a convenient place for international students.

The University of Dodoma invites applications from suitably qualified Tanzanians to be considered for immediate employment to fill the following academic posts: -

1.1. TUTORIAL ASSISTANT - FINE ARTS AND DESIGN (1 POST)

1.1.1 Department of Arts and Media Studies

1.1.2 Duties and Responsibilities

- I. This is a training post; the staff is required to undergo a Master's Degree training programme.
- II. Undergo an induction course in pedagogical skills for those who had none before.
- III. Understudy senior members, including attending lectures, seminars, tutorials and practical training.
- IV. To conduct tutorials, seminars and practicals.
- V. Assist in research, consultancies and outreach activities.
- VI. To perform any other duties that the relevant authorities may assign.

1.1.3 Qualifications and Experience

Holder of a Bachelor's Degree in Arts and Design, Fine and Performing Arts (Fine Arts), Fine Arts and Design with a minimum GPA of 3.8 out of 5 from any recognized University.

1.1.4 Remuneration - PUTS 1.1

1.2. TUTORIAL ASSISTANT – INTERNATIONAL RELATIONS (1 POST)

1.2.1 Department of Political Science and Public Administration

1.2.2 Duties and Responsibilities

- I. This is a training post; the staff is required to undergo a Master's Degree training programme.
- II. Undergo an induction course in pedagogical skills for those who had none before.
- III. Understudy senior members, including attending lectures, seminars, tutorials and practical training.
- IV. To conduct tutorials, seminars and practicals.
- V. Assist in research, consultancies and outreach activities.
- VI. To perform any other duties that the relevant authorities may assign.

1.2.3 Qualifications and Experience

Holder of a Bachelor's Degree in International Relations or Political Science with a GPA of at least 3.8 out of 5 from a recognized University.

1.2.4 Remuneration - PUTS 1.1

1.3. TUTORIAL ASSISTANT – HISTORY (1 POST)

1.3.1 Department of History

1.3.2 Duties and Responsibilities

- I. This is a training post; the staff is required to undergo a Master's degree training programme.
- II. Undergo an induction course in pedagogical skills for those who had none before.
- III. Understudy senior members, including attending lectures, seminars, tutorials and practical training.
- IV. To conduct tutorials, seminars and practicals.
- V. Assist in research, consultancies and outreach activities.
- VI. To perform any other duties that the relevant authorities may assign.

1.3.3 Qualifications and Experience

Holder of a Bachelor's Degree in History, History and Archaeology or Bachelor of Arts with Education (BAED) majoring in History, with a GPA of at least 3.8 out of 5 from a recognized University.

1.3.4 Remuneration - PUTS 1.1

1.4. TUTORIAL ASSISTANT – CHINESE LANGUAGE (1 POST)

1.4.1 Confucius Institute

1.4.2 Duties and Responsibilities

- I. This is a training post; the staff is required to undergo a Master's Degree training programme.
- II. Undergo an induction course in pedagogical skills for those who had none before.
- III. Understudy senior members, including attending lectures, seminars, tutorials and practical training.
- IV. To conduct tutorials, seminars and practicals.
- V. Assist in research, consultancies and outreach activities.
- VI. To perform any other duties that the relevant authorities may assign.

1.4.3 Qualifications and Experience

Holder of a Bachelor's Degree in Chinese Language with a GPA of at least 3.8 out of 5 from a recognized University.

1.4.4 Remuneration - PUTS 1.1

1.5. TUTORIAL ASSISTANT – BIOTECHNOLOGY AND BIOINFORMATICS (1 POST)

1.5.1 Department of Biology

1.5.2 Duties and Responsibilities

- I. This is a training post; the staff is required to undergo a Master's Degree training programme.
- II. Undergo an induction course in pedagogical skills for those who had none before.
- III. Understudy senior members, including attending lectures, seminars, tutorials and practical training.
- IV. To conduct tutorials, seminars and practicals.
- V. Assist in research, consultancies and outreach activities.
- VI. To perform any other duties that the relevant authorities may assign.

1.5.3 Qualifications and Experience

Holder of a Bachelor of Science in Biotechnology and Bioinformatics, Bachelor of Science in Molecular and Biotechnology, Bachelor of Science in Laboratory Science and Biotechnology, with a minimum GPA of 3.8 out of 5 from any recognized University.

1.5.4 Remuneration - PUTS 1.1

1.6. TUTORIAL ASSISTANT – APPLIED ONTOMOLOGY (1 POST)

1.6.1 Department of Biology

1.6.2 Duties and Responsibilities

- I. This is a training post; the staff is required to undergo a Master's Degree training programme.
- II. Undergo an induction course in pedagogical skills for those who had none before.
- III. Understudy senior members, including attending lectures, seminars, tutorials and practical training.
- IV. To conduct tutorials, seminars and practicals.
- V. Assist in research, consultancies and outreach activities.
- VI. To perform any other duties that the relevant authorities may assign.

1.6.3 Qualifications and Experience

Holder of a Bachelor of Science in Applied Zoology, Bachelor of Science in Beekeeping, Bachelor of Science in Biology, Bachelor of Science in Bee Resources Management, Bachelor of Science in Wildlife Science and Conservation, and Bachelor of Science in Wildlife Management, with a minimum GPA of 3.8 out of 5 from any recognized University.

1.6.4 Remuneration - PUTS 1.1

1.7. TUTORIAL ASSISTANT – BIOMEDICAL ENGINEERING (1 POST)

1.7.1 Department of Microbiology and Parasitology

1.7.2 Duties and Responsibilities

- I. This is a training post; the staff is required to undergo a Master's Degree training programme.
- II. Undergo an induction course in pedagogical skills for those who had none before.
- III. Understudy senior members, including attending lectures, seminars, tutorials and practical training.
- IV. To conduct tutorials, seminars and practicals.
- V. Assist in research, consultancies and outreach activities.
- VI. To perform any other duties that the relevant authorities may assign.

1.7.3 Qualifications and Experience

Holder of a Bachelor of Science in Biomedical Engineering (BSc BME) or Bachelor of Science in Clinical Engineering (BSc CE), with an average of B pass or GPA of 3.8 or above from a recognized institution. Applicants must be registered and recognized as biomedical practitioners in their fields by relevant professional Boards/Councils.

1.7.4 Remuneration - PUTS 1.1

1.8. TUTORIAL ASSISTANT – PSYCHIATRY AND MENTAL HEALTH (1 POST)

1.8.1 Department of Psychiatry and Mental Health

1.8.2 Duties and Responsibilities

- I. This is a training post; the staff is required to undergo a Master's Degree training programme.
- II. Undergo an induction course in pedagogical skills for those who had none before.
- III. Understudy senior members, including attending lectures, seminars, tutorials and practical training.
- IV. To conduct tutorials, seminars and practicals.
- V. Assist in research, consultancies and outreach activities.
- VI. To perform any other duties that the relevant authorities may assign.

1.8.3 Qualifications and Experience

Holder of Doctor of Medicine (MD) or Bachelor of Medicine, Bachelor of Surgery (MBBS) with at least a B grade in Psychiatry and Mental Health and a GPA of 3.8 or above from a recognized institution. Applicants must be registered and recognized as medical practitioners by the Medical Council of Tanganyika (MCT) with an active license.

1.8.4 Remuneration - PUTS 1.3

1.9. TUTORIAL ASSISTANT - PATHOLOGY (1 POST)

1.9.1 Department of Medical Anatomy and Histopathology

1.9.2 Duties and Responsibilities

- I. This is a training post; the staff is required to undergo a Master's Degree training programme.
- II. Undergo an induction course in pedagogical skills for those who had none before.
- III. Understudy senior members, including attending lectures, seminars, tutorials and practical training.
- IV. To conduct tutorials, seminars and practicals.
- V. Assist in research, consultancies and outreach activities.
- VI. To perform any other duties that the relevant authorities may assign.

1.9.3 Qualifications and Experience

Holder of Doctor of Medicine (MD) or Bachelor of Medicine Bachelor of Surgery (MBBS) with at least a B grade in Medical Pathology and a GPA of 3.8 above from recognized Institutions. Applicants must be registered and recognized as medical practitioner by Medical Council of Tanganyika (MCT) with active practicing license.

1.9.4 Remuneration - PUTS 1.3

1.10. TUTORIAL ASSISTANT – PHYSICS TEACHING METHODS (1 POST)

1.10.1 Department of Educational Psychology and Curriculum Studies

1.10.2 Duties and Responsibilities

- I. This is a training post; the staff is required to undergo a Master's Degree training programme.
- II. Undergo an induction course in pedagogical skills for those who had none before.
- III. Understudy senior members, including attending lectures, seminars, tutorials and practical training.
- IV. To conduct tutorials, seminars and practicals.
- V. Assist in research, consultancies and outreach activities.
- VI. To perform any other duties that the relevant authorities may assign.

1.10.3 Qualifications and Experience

Holder of a Bachelor of Science in Physics or Bachelor of Science with Education majoring in Physics, or Bachelor of Education in Science majoring in Physics with a minimum GPA of 3.8 out of 5 from any recognized University.

1.10.4 Remuneration - PUTS 1.1

1.11. TUTORIAL ASSISTANT – BIOLOGY TEACHING METHODS (2 POSTS)

1.11.1 Department of Educational Psychology and Curriculum Studies

1.11.2 Duties and Responsibilities

- I. This is a training post; the staff is required to undergo a Master's Degree training programme.
- II. Undergo an induction course in pedagogical skills for those who had none before.
- III. Understudy senior members, including attending lectures, seminars, tutorials and practical training.
- IV. To conduct tutorials, seminars and practicals.
- V. Assist in research, consultancies and outreach activities.
- VI. To perform any other duties that the relevant authorities may assign.

1.11.3 Qualifications and Experience

Holder of a Bachelor of Science with Education majoring in Biology with a GPA of 3.8 out of 5 from any recognized University.

1.11.4 Remuneration - PUTS 1.1

1.12. TUTORIAL ASSISTANT – NURSING NEPHROLOGY (2 POSTS)

1.12.1 Department of Clinical Nursing

1.12.2 Duties and Responsibilities

- I. This is a training post; the staff is required to undergo a Master's Degree training programme.
- II. Undergo an induction course in pedagogical skills for those who had none before.
- III. Understudy senior members, including attending lectures, seminars, tutorials and practical training.
- IV. To conduct tutorials, seminars and practicals.
- V. Assist in research, consultancies and outreach activities.
- VI. To perform any other duties that the relevant authorities may assign.

1.12.3 Qualifications and Experience

Holder of a Bachelor of Science in Nursing or Nursing Education or Bachelor of Science in Nursing or Midwifery with a GPA of 3.8 out of 5 from any recognized University. Applicants must hold a valid registration and license to practice issued by the Tanzania Nursing and Midwifery Council or any other recognized Licensing Body.

1.12.4 Remuneration - PUTS 1.1

1.13. TUTORIAL ASSISTANT - HEALTH INFORMATION SCIENCE (1 POST)

1.13.1 Department of Public Health and Community Nursing

1.13.2 Duties and Responsibilities

- I. This is a training post; the staff is required to undergo a Master's Degree training programme.
- II. Undergo an induction course in pedagogical skills for those who had none before.
- III. Understudy senior members, including attending lectures, seminars, tutorials and practical training.
- IV. To conduct tutorials, seminars and practicals.
- V. Assist in research, consultancies and outreach activities.
- VI. To perform any other duties that the relevant authorities may assign

1.13.3 Qualifications and Experience

Holder of a Bachelor Degree in Health Information Science or Systems, Health Information Management, Health Records and Information Technology, Medical Records Management, Health Informatics with a GPA of 3.8 out 5 from any recognized University.

1.13.4 Remuneration - PUTS 1.

GENERAL CONDITIONS

- i. All applicants must be Citizens of Tanzania with an age not above 45 years;
- ii. **An applicant with special needs/case (disability) is supposed/advised to indicate for UDOM attention.**
- iii. Applicants employed in the Public Service are strictly not allowed to apply; they should adhere to Circular No. CAC.45/257/01/D/140 of 30th November, 2010;
- iv. An applicant whose employment in the Public Service was terminated for whatever reason should NOT apply;
- v. An applicant who is retired from the Public Service for whatever reason should not apply;
- vi. Applicants must attach an up-to-date Curriculum Vitae (CV) having reliable contacts; postal address/post code, e-mail and telephone numbers;
- vii. Applicants should apply on the strength of the information given in this advertisement;
- viii. Applicants must attach their certified copies of the following certificates:-
 - PhD/Master/Degree/Advanced Diploma/Diploma/Certificates;
 - PhD/Master/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;
- ix. Attaching copies of the following certificates is strictly not accepted: -
 - Form IV and form VI results slips;
 - Testimonials and all Partial transcripts;
- x. An applicant must upload recent Passport Size Photo in the Recruitment Portal;
- xi. An applicant should indicate three reputable referees with their reliable contacts;
- xii. Certificates from foreign Secondary Education should be verified by the National Examination Council of Tanzania (NECTA).
- xiii. Certificates from foreign Universities should have a GPA calculated (out of five (5) grade points) by the Tanzania Commission for Universities (TCU).
- xiv. A signed application letter should be written either in Swahili or English and Addressed to ***Vice Chancellor, University of Dodoma (UDOM), and P.O. Box 259, Dodoma.***
- xv. Deadline for application is 28th September, 2026;

- xvi. Only shortlisted candidates will be informed on the date of interview and;
- xvii. Presentation of forged certificates and other information will necessitate to legal action;

NOTE: All applications must be sent through the Recruitment Portal by using the following address: <http://portal.ajira.go.tz/http://portal.ajira.go.tz/> not otherwise. This address can also be found at PSRS website; click 'Recruitment Portal'.

Released by:

**VICE CHANCELLOR
UNIVERSITY OF DODOMA (UDOM)**