THE UNITED REPUBLIC OF TANZANIA

MINISTRY OF EDUCATION SCIENCE & TECHNOLOGY

MBEYA UNIVERSITY OF SCIENCE AND TECHNOLOGY

Date: 3ʳᵈ January 2024

VACANCY ADVERTISEMENT

Mbeya University of Science and Technology (MUST) is a result of the transformation of the Mbeya Institute of Science and Technology (MIST) through the Universities Act No.7 (2005) and Charter of Mbeya University of Science and Technology, 2013 with the aim of becoming the leading Centre of excellence for knowledge, skills and applied education in science and technology.

Mbeya University of Science and Technology (MUST invites dynamic and suitable qualified Tanzanians to fill **four (04)** permanent and pensionable terms vacant post mentioned below;

1. COLLEGE OF INFORMATION AND COMMUNICATION TECHNOLOGY (COICT)

1.1 TUTORIAL ASSISTANT – ELECTRONICS/TELECOMMUNICATION ENGINEERING (1 POST)

1.1.1 DUTIES AND RESPONSIBILITIES

i) This is a training post; the staff is required to undergo a Master Degree training programme and attain a GPA of at least 4.0.

ii) Undergo an induction course in pedagogic skills for those who had none before;

iii) Understudy senior members, including attending lectures and seminars, tutorials and practical training;

iv) Conduct tutorials, seminars and practicals;

v) Assist in research, consultancy and outreach activities;

vi) Perform any other duties that may be assigned by the relevant authorities.

1.1.2 DIRECT ENTRY QUALIFICATIONS

The Applicant must be a holder of Bachelor Degree in Electronics and Telecommunication Engineering/Electronics Engineering/Telecommunication Engineering with a minimum GPA of 3.8 out of 5 or its relevant qualification from recognized University

1.1.3 SALARY SCALE: PUTS 1.2.

2. COLLEGE OF ENGINEERING AND TECHNOLOGY (CET)

2.1 TUTORIAL ASSISTANT – MECHANICAL ENGINEERING   (1 POST)

2.1.1 DUTIES AND RESPONSIBILITIES

i)   This is a training post; the staff is required to undergo a Master Degree training programme and attain a GPA of at least 4.0.

ii) Undergo an induction course in pedagogic skills for those who had none before;

iii) Understudy senior members, including attending lectures and seminars, tutorials and practical training;

iv) Conduct tutorials, seminars and practicals;

v)   Assist in research, consultancy and outreach activities;

vi) Perform any other duties that may be assigned by the relevant authorities.

2.1.2 DIRECT ENTRY QUALIFICATIONS

The Applicant must be a holder of Bachelor Degree/Bachelor of Technology in Mechanical Engineering/Mechatronics Engineering with a minimum GPA of 3.8 out of 5 or its relevant qualification from recognized University.

2.1.3 REMUNERATION: PUTS 1.2

2.2   TUTORIAL ASSISTANT – ELECTRICAL ENGINEERING (1 POST)

2.2.1   DUTIES AND RESPONSIBILITIES

i.   This is a training post; the staff is required to undergo a Master Degree training programme and attain a GPA of at least 4.0.

ii. Undergo an induction course in pedagogic skills for those who had none before;

iii. Understudy senior members, including attending lectures and seminars, tutorials and practical training;

iv. Conduct tutorials, seminars and practicals;

v.   Assist in research, consultancy and outreach activities;

vi. Perform any other duties that may be assigned by the relevant authorities.

2.2.2   DIRECT ENTRY QUALIFICATIONS

The Applicant must be a holder of Bachelor Degree in Electrical Engineering/Electrical Power Engineering/Electrical and Automation or equivalent qualification with a minimum GPA of 3.8 out of 5 or its relevant qualification from recognized University.

2.2.3   SALARY SCALE: PUTS 1.2

3.   MUST RUKWA CAMPUS COLLEGE (MRCC)

3.1   TUTORIAL ASSISTANT – HUMAN RESOURCE MANAGEMENT (1 POST)

3.1.1   DUTIES AND RESPONSIBILITIES

i.   This is a training post; the staff is required to undergo a Master Degree training programme and attain a GPA of at least 4.0.

ii. Undergo an induction course in pedagogic skills for those who had none before;

iii. Understudy senior members, including attending lectures and seminars, tutorials and practical training;

iv. Conduct tutorials, seminars and practicals;

v.   Assist in research, consultancy and outreach activities;

vi. Perform any other duties that may be assigned by the relevant authorities.

3.1.2 QUALIFICATION AND EXPERIENCE

The Applicant must be a holder of Bachelor Degree in Human Resource Management, Bachelor of Business Administration majoring in Human Resource Management or Bachelor of Commerce in Human Resource Management with a minimum GPA of 3.8 out of 5 or its relevant qualification from recognized University.

3.1.3 SALARY SCALE: PUTS 1.1

MODE OF APPLICATION

All applications must be sent through Recruitment Portal by using the following address; <u>http://portal.ajira.go.tz</u> *and not otherwise* (This address also can be found at PSRS Website, Click **'Recruitment Portal'.**

GENERAL CONDITIONS

i.   All applicants must be Citizens of Tanzania with an age not above 45 years of age;
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.   An applicant must upload recent Passport Size Photo in the Recruitment Portal;
vii.   An applicant employed in the Public Service are not entitled to apply;

viii. An applicant who is retired from the Public Service for whatever reason should not apply;

ix. An applicant should indicate three reputable referees with their reliable contacts;

x. Certificates from foreign examination bodies for Ordinary or Advanced level education should be verified by The National Examination Council of Tanzania (NECTA).

xi. 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);

xii. An applicant with special needs/case (disability) is supposed/advised to indicate;

xiii. A signed application letter should be written either in Swahili or English and addressed to Secretary, Presidents Office, Public Service Recruitment Secretariat, **P.O. Box 2320, Utumishi Building at University of Dodoma – Dr. Asha Rose Migiro Buildings - Dodoma.**

xiv. Only short-listed candidates will be informed on the date of interview and;

xv. Presentation of forged certificates and other information will necessitate to legal action;

xvi. Deadline for application is **18th January, 2024.**

RELEASED BY
VICE CHANCELLOR
MBEYA UNIVERSITY OF SCIENCE AND TECHNOLOGY