



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



Ref. No. FA. 97/288/01/13

12th May 2025

VACANCY ANNOUNCEMENT

1.0 THE DAR ES SALAAM UNIVERSITY COLLEGE OF EDUCATION (DUCE).

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 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 vacant positions:

1.1 ASSISTANT LECTURER – POLITICAL SCIENCE AND PUBLIC ADMINISTRATION - 1 POST (RE-ADVERTISEMENT)

1.1.1 DUTIES AND RESPONSIBILITIES

- (i) To carry out lectures, conduct tutorials, seminars and practical for undergraduate programs;
- (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.

1.1.2 QUALIFICATIONS AND EXPERIENCE

Master of Arts in Political Science and Public Administration or Master of Political Science or Master of Public Administration and either Bachelor of Arts in Political Science and Public Administration or Bachelor of Arts with Education (majoring Political Science and Public Administration) or Bachelor of Education in Arts (majoring Political Science and Public Administration) from a recognized academic institution, The candidate should possess a GPA of at least 4.0 points in Master's Degree and a minimum GPA of 3.8 points (out of 5 points) in the Bachelor's Degree.

1.1.3 Remuneration: PUTS 2.1

1.2 ASSISTANT LECTURER - MATHEMATICS TEACHING METHODS - 1 POST (RE-ADVERTISEMENT)

1.2.1 DUTIES AND RESPONSIBILITIES

- (i) To carry out lectures, conduct tutorials, seminars and practical for undergraduate programs;
- (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.

1.2.2 QUALIFICATIONS AND EXPERIENCE

Master of Education in Science or Master of Science with Education or Master of Mathematics or Master of Education in Mathematics Education, or Master Education and Curriculum Studies, and either a Bachelor of Science with Education (majoring in Mathematics) or Bachelor of Education in Science (majoring in Mathematics) or Bachelor of Education in Mathematics or Bachelor of Arts (majoring in Mathematics) or Postgraduate Diploma in Education with the following backgrounds: Bachelor of Science in Mathematics (BSc Mathematics), Bachelor of Arts in Mathematics (BA Mathematics), Bachelor of Science in Applied Mathematics, Bachelor of Science in Computational Mathematics, Bachelor of Science in Pure Mathematics, Bachelor of Science in Mathematical Sciences, Bachelor of Science in Industrial Mathematics, Bachelor of Science in Actuarial Science, Bachelor of Science in Data Science and Mathematics, Bachelor of Science in Statistics and Mathematics from a recognized academic institution. The candidate should possess a GPA of at least 4.0 points at the Master's Degree and a minimum GPA of 3.8 points (out of 5 points) in the Bachelor's Degree.

1.2.3 Remuneration: PUTS 2.1

1.3 ASSISTANT LIBRARIAN - SOFTWARE DEVELOPMENT - 1 POST (RE – ADVERTISEMENT)

1.3.1 DUTIES AND RESPONSIBILITIES

- (i) To carry out lectures, conduct tutorials, seminars and practical for undergraduate Programs;
- (ii) To prepare and present case studies;
- (iii) To conduct and publish/disseminate research results;
- (iv) To participate/contribute to 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.

1.3.2 QUALIFICATIONS AND EXPERIENCE

Master of Science in Software Engineering or Master of Science in Information Systems or Master of Science in Computer Science, and either a Bachelor Degree of Science in Computer Science or Bachelor of Science in Information Systems or Bachelor of Science in Software Engineering or Bachelor of Science in Information Technology or Bachelor of Science in Informatics or Bachelor of Science with Education majoring Computer Science and Mathematics from a recognized academic institution. The candidate should possess a GPA of at least 4.0 points at the Master's Degree and a minimum GPA of 3.8 points (out of 5 points) in the Bachelor's Degree.

1.3.3 Remuneration: PUTS 2.1

GENERAL CONDITIONS

- i. All applicants must be Citizens of Tanzania with an age not above 45 years of age;
- ii. **Applicants with disabilities are highly encouraged to apply and should indicate in the portal for DUCE attention;**
- iii. Applicants should apply on the strength of the information given in this advertisement;
- iv. Applicants must attach their certified copies by advocate or magistrate 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 should route his application letter through his respective employer;
- 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 (NACTVET);
- xii. A signed application letter should be written either in Swahili or English and addressed to the **Principal, Dar es Salaam University College of Education, P.O. Box 2329 DAR ES SALAAM** and uploaded in the *Recruitment Portal* by **using the following address: <http://portal.ajira.go.tz/> and not otherwise**
- xiii. Only shortlisted candidates will be informed on the date of interview and;
- xiv. Presentation of forged certificates and other information will necessitate to legal action;
- xv. Deadline for application is **18th May 2025**.

Released by:

PRINCIPAL
DAR ES SALAAM UNIVERSITY COLLEGE OF EDUCATION, P.O. BOX 2329 DAR
ES SALAAM.