

St. Joseph University in Tanzania

VACANCY ANNOUNCEMENTS

St. Joseph University in Tanzania (SJUIT) invites applications for the 2022-23 academic year from suitable, qualified and experienced Tanzanians to apply for the following vacant positions available at the St Joseph College of Health and Allied Sciences, Boko Campus, Dar es Salaam; and the St. Joseph College of Engineering and Technology, Mbezi Luguruni Campus, Dar es Salaam.

1. VACANT POSTS AT THE ST. JOSEPH COLLEGE OF HEALTH AND ALLIED SCIENCES, BOKO CAMPUS, DAR ES SALAAM

1.1 DEAN, SCHOOL OF MEDICINE

The St. Joseph University in Tanzania (SJUIT) invites applications for the 2022-23 academic year from suitable, qualified and experienced Tanzanians to apply for the position of the Dean of School of School of Medicine at the St Joseph College of Health and Allied Sciences.

Duties and Responsibilities of Dean of School

- (i) Provision of academic and administrative leadership in the development of college capacity overall, and in particular to actually deliver high quality training with respect to outputs, timeliness, throughputs, and responsiveness to societal and industrial needs and problems;
- (ii) Creation of formidable teams of staff and students capable of analyzing the needs and problems confronting the Tanzanian industry and society, and developing solutions to address them;
- (iii) Coordination of efficient and effective implementation of decisions and directives of the School Board, University Management Board, University Senate and Council;
- (iv) Coordination of the financial administration of the School including revenue generation, cost cutting measures, budget preparation, budget control and investment management;
- (v) Oversight the compilation of the School's capital and recurrent budgets disbursements as per procedure;
- (vi) Oversight of the preparation of monthly, quarterly and annual accounts, financial statements and financial reports of the School
- (vii) Working together with other School and University leaders towards ensuring the delivery of high quality and industry-ready graduates and other services to stakeholders and the labor market;
- (viii) Development and delivery of innovative need-based programmes that integrate STEM in trans-disciplinary ways to develop solutions that address the needs and problems of the society and industry;
- (ix) Serving as the Accounting Officer and Spokesperson of the School;

- (x) Effective and efficient management and utilization of all available School resources and assets;
- (xi) Provision of a conducive environment for teaching and learning, research and public engagement, as well as attraction, motivation and retention of staff and students;
- (xii) Ensuring enhanced image and rapport with the Government, and other internal and external stakeholders;
- (xiii) Development of effective and impactful linkages with national, regional and global institutional partners;
- (xiv) Development of effective, impactful and productive linkages and partnerships with the Government, industry and the society at large;
- (xv) Promotion of innovation and entrepreneurship amongst staff and students;
- (xvi) Planning and ensuring proper placement of the students and Graduates.
- (xvii) Coordinating and ensuring all the medical personals practice at the hospitals of the University
- (xviii) Performance of any other duties as shall be assigned to you by the Vice Chancellor or your superiors.

1.2 ASSOCIATE DEAN, SCHOOL OF MEDICINE

The St. Joseph University in Tanzania (SJUIT) invites applications from suitable, qualified and experienced Tanzanians to apply for the position of the Associate Dean of School of Medicine at the St Joseph College of Health and Allied Sciences.

Duties and Responsibilities of Associate Dean

- (i) To be in charge of all academic, research and consultant activities of the college.
- (ii) To be the Custodian of all Academic Documents of the School such as Corporate Strategic Plan, Certificates of Registration/Accreditation, Prizes/ Awards, the list of Academic and Technical staff, CVs and photocopies of their academic and professional award certificates.
- (iii) To advise the Dean of School on all matters pertaining to academic management, quality, control and assurance.
- (iv) To supervise and coordinate all academic activities.
- (v) To monitor and supervise research undertakings for timely release of results/reports
- (vi) To coordinate collection of articles and papers for presentation in School Academic Meetings before being submitted to peer reviewed journals for publication
- (vii) To be Chairperson of the Research and Publications Committee.
- (viii) To be Secretary to all School Academic Board meetings.
- (ix) To coordinate preparations and submission of annual reports of research and publication activities as they may be needed.
- (x) To coordinate the design and development of curricula by the Faculties.
- (xi) To ensure high standards of teaching and learning.

- (xii) To ensure that methods of the evaluation of teaching effectiveness and grading practices are in place and that the evaluation process is encouraged and monitored.
- (xiii) To coordinate preparation of academic reports from the faculties as they may be needed.
- (xiv) To coordinate all admissions
- (xv) To oversee admissions and examination regulations.
- (xvi) To perform such other function (s) as may be conferred upon him by the Dean of School, Vice Chancellor or other higher authority.

Eligibility

Applicants for the listed positions must have attained status of professor or associate professor in either teaching or research or both. Preference will be given to candidates who have an outstanding academic and administrative capability of at least three years at senior management.

1.3 ACADEMIC STAFF SCHOOL OF MEDICINE

The St. Joseph University in Tanzania (SJUIT) invites applications from suitable, qualified and experienced Tanzanians to apply for the positions listed below at the School of Medicine

S/No.	Specialization	Vacant Positions	Rank
1	Physiology	1	Assistant Lecturer/Lecturer/ Senior Lecturer in Physiology
2	Clinical Pharmacology	1	Assistant Lecturer/Lecturer/ Senior Lecturer in Clinical Pharmacology
3	Orthopaedics, Traumatology & Neurosurgery	1	Lecturer/ Senior Lecturer in Orthopaedics, Traumatology & Neurosurgery
4	Otorhinolaryngology/ENT	1	Lecturer/ Senior Lecturer in Otorhinolaryngology/ENT
5	Surgery	2	Lecturer/ Senior Lecturer in Surgery
6	Parasitology & Entomology	1	Lecturer/ Senior Lecturer in Parasitology & Entomology
7	Pathology	1	Lecturer/ Senior Lecturer in Pathology

2. VACANT POSTS AT THE ST. JOSEPH COLLEGE OF ENGINEERING AND TECHNOLOGY, MBEZI LUGURUNI CAMPUS

The St. Joseph University in Tanzania (SJUIT) invites applications for the 2022-23 academic year from suitable, qualified and experienced Tanzanians to apply for the positions listed below at the St Joseph College of Engineering and Technology.

2.1 ACADEMIC STAFF & LAB TECHNICIANS- ENGINEERING AND TECHNOLOGY

S/No.	Specialization	Vacant Positions	Rank
1	Electrical and Electronics Engineering	2	Assistant Lecturer/Lecturer
2	Civil Engineering	2	Senior Lecturer/Lecturer
3	Computer Science	2	Assistant Lecturer/Lecturer
4	Computer Science Engineering	2	Assistant Lecturer/Lecturer
5	Mechanical Engineering	2	Assistant Lecturer/Lecturer
6	Mechanical Engineering	2	Lab Technician/Workshop Instructor
7	Electrical and Electronics Engineering	2	Lab Technician/Workshop Instructor
8	Electronics and Communication Engineering	2	Lab Technician
9	Civil Engineering	2	Lab Technician
10	Computer Aided Design and Manufacturing (CAD/CAM)	1	Lab Technician

2.2. Academic Staff & Lab Technicians - Sciences, Mathematics and Education

S/No.	Specialization	Vacant Positions	Rank
1	Botany/Zoology	1	Assistant Lecturer/Lecturer
2	Physics	1	Assistant Lecturer/Lecturer
3	Mathematics	1	Assistant Lecturer/Lecturer
4	Educational Philosophy	1	Assistant Lecturer/Lecturer
5	Geography	3	Assistant Lecturer/Lecturer
7	Physics	1	Lab Technician

Required Qualifications

1. Laboratory Technicians

- Holders of Ordinary Diploma in the relevant field with relevant hands-on working experience of at least four years.

2. Assistant Lecturers

- Holders of Master's Degree in the relevant field from a recognized University with at least a 4.0 GPA or B+;

- Holder of Bachelor’s Degree in the relevant field (First or Upper Second Class) with a GPA of not less than 3.5 or B+ grade or above.

3. Lecturer

- PhD in the relevant field or MMed. Degree or its equivalent in the relevant subject with a minimum GPA of not less than 4.0 from a recognized University;
- Holders of Master’s Degree in the relevant field from a recognized University with at least a 4.0 GPA or B+;
- Holder of Bachelor’s Degree in the relevant field (First or Upper Second Class) with a GPA of not less than 3.5 or B+ grade or above.

4. Senior Lecturers

- Requirements for Lecturer position plus publications which, on assessment, produce 5 points.
- Teaching, research and consultancy experience of not less than three years on attaining the qualifications of Lecturer.

Responsibilities of Assistant Lecturers/Lecturers/Senior Lecturers

- To teach students of relevant programmes
- To conduct research to further knowledge in relevant fields
- To offer consultancy and outreach public service.

How to Apply

Qualified candidates are encouraged to submit their applications accompanied with a recent photograph, certified photocopies of certificates of diploma/degree awards, academic transcripts, curriculum vitae, birth certificate with names of three referees together with their contact addresses and any other relevant documents portraying their competences in the field.

Deadline

Qualified candidates should send their application to the address below on or before July 18, 2022:

The Deputy Vice Chancellor – Resources, Management and Administration (DVC-RMA)
St. Joseph University In Tanzania
P. O. Box 11007, Dar es Salaam
E-mail: dvc-rma@sjuit.ac.tz