

# ARDHI UNIVERSITY



## EMPLOYMENT OPPORTUNITIES

AUGUST, 2022

**Ref No.** CGA.02/480/01/A/Adv2

**Ardhi University** has vacant positions in the Technical cadres. The University subscribes to a policy of an equal opportunity employer. The University is inviting applications from competent and qualified candidates who are interested to work in a thriving academic environment for immediate employment to fill the following vacant posts.

### 1.0 INSTITUTE OF BUILDING RESEARCH

#### 1.1. TECHNICIAN II (ASSISTANT TO ACADEMICIANS) HIGH WAY ENGINEERING - 1 POST

##### 1.1.1 DUTIES AND RESPONSIBILITIES OF TECHNICIAN II (ASSISTANT TO ACADEMICIANS)

- i) To perform specified workshop jobs under close supervision;
- ii) To perform general cleaning of workshop glassware;
- iii) To take care of instruments and equipment in the workshop;
- iv) To assist in conducting workshop students' practical and,
- v) To perform any other duties as may be assigned by Supervisor.

##### 1.1.2 REQUIRED QUALIFICATIONS:

The candidate **MUST** have Ordinary Diploma (NTA 6) or Full Technician Certificate (FTC) in Highway Engineering

##### 1.1.3 RENUMERATION

**Salary Scale:** PUSS 2

## **1.2. TECHNICIAN II (ASSISTANT TO ACADEMICIANS) GEOTECHNICAL ENGINEERING) - 1 POST**

### **1.2.1 DUTIES AND RESPONSIBILITIES OF TECHNICIAN II (ASSISTANT TO ACADEMICIANS)**

- i) To perform specified workshop jobs under close supervision;
- ii) To perform general cleaning of workshop glassware;
- iii) To take care of instruments and equipment in the workshop;
- iv) To assist in conducting workshop students' practical and,
- v) To perform any other duties as may be assigned by Supervisor.

### **1.2.2 REQUIRED QUALIFICATIONS:**

The candidate MUST have Ordinary Diploma (NTA 6) or Full Technical Certificate (FTC) in Geotechnical Engineering

### **1.2.3 RENUMERATION**

**Salary Scale:** PUSS 2

## **1.3 TECHNICIAN II (ASSISTANT TO ACADEMICIANS) ELECTRICAL ENGINEERING - 1 POST**

### **1.3.1 DUTIES AND RESPONSIBILITIES OF TECHNICIAN II (ASSISTANT TO ACADEMICIANS)**

- i) To perform specified workshop jobs under close supervision;
- ii) To perform general cleaning of workshop glassware;
- iii) To take care of instruments and equipment in the workshop;
- iv) To assist in conducting workshop students' practical and,
- v) To perform any other duties as may be assigned by Supervisor.

### **1.3.2 REQUIRED QUALIFICATIONS:**

The candidate MUST have Ordinary Diploma (NTA 6) or Full Technician Certificate (FTC) in Electrical Engineering

### **3.1.3 RENUMERATION**

**Salary Scale:** PUSS 2

## **1.4. TECHNICIAN II (ASSISTANT TO ACADEMICIANS) CHEMISTRY - 1 POST**

### **1.4.1 DUTIES AND RESPONSIBILITIES OF TECHNICIAN II (ASSISTANT TO ACADEMICIANS)**

- i) To perform specified workshop jobs under close supervision;
- ii) To perform general cleaning of workshop glassware;
- iii) To take care of instruments and equipment in the workshop;
- iv) To assist in conducting workshop students' practical and,
- v) To perform any other duties as may be assigned by Supervisor.

### **1.4.2 REQUIRED QUALIFICATIONS:**

The candidate MUST have Ordinary Diploma (NTA 6) or Full Technician Certificate (FTC) in Chemistry

### **1.4.3 RENUMERATION**

**Salary Scale:** PUSS 2

## **2.0 SCHOOL OF ENGINEERING AND ENVIRONMENT STUDIES**

### **2.1 TECHNICIAN II (ASSISTANT TO ACADEMICIANS) ENVIRONMENTAL - 2 POSTS**

#### **2.1.1 DUTIES AND RESPONSIBILITIES OF TECHNICIAN II (ASSISTANT TO ACADEMICIANS)**

- i) To perform specified workshop jobs under close supervision;
- ii) To perform general cleaning of workshop glassware;
- iii) To take care of instruments and equipment in the workshop;
- iv) To assist in conducting workshop students' practical and,
- v) To perform any other duties as may be assigned by Supervisor.

#### **2.1.2 REQUIRED QUALIFICATIONS:**

The candidate MUST have Full Technician Certificate (FTC) / City & Guilds I & II/Higher National Certificate (HNC)/NTA Level 6 in Water Laboratory Technology or Environmental Laboratory Science and Technology or Environmental Chemistry

#### **2.1.3 RENUMERATION**

**Salary Scale:** PUSS 2

## GENERAL REQUIREMENTS

1. All applicants must be Citizens of Tanzania generally with an age not above **45** Years;
2. Applicants must attach an up-to-date Curriculum Vitae having reliable contacts; postal address/post code, email and telephone numbers;
3. Certificates from foreign examination bodies for ordinary or Advanced level education should be verified by The National Examination Council of Tanzania (NECTA);
4. 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);
5. All applicants should indicate in their application letter post, the name of the School to which they are applying;
6. A signed application letter should be written in English and addressed to **Secretary, Presidents Office, Public Service Recruitment Secretariat, P. O. Box 2320, University of Dodoma, Utumishi/ Asha Rose Migiro Buildings Dodoma** and uploaded to the Recruitment portal using the following address; <http://portal.ajira.go.tz/> and not otherwise;
7. All applicants must submit signed application letters accompanied with the following:
  - i) Copies of relevant academic and professional certificates
  - ii) Three names and complete addresses of referees
  - iii) Current CV
8. Deadline for this applications is **18<sup>th</sup> August, 2022**;
9. Only short-listed applicants will be contacted.



*Jiandae Kuhesabiwa Siku ya Jumanne tarehe 23 Agosti, 2022*