

# VACANCY ANNOUNCEMENT



Kampala International University in Tanzania (KIUT) is a Private University fully registered by the Tanzania Commission for Universities (TCU), and is located in Gongo la Mboto, Dar es Salaam (5kms) from Julius Nyerere International Airport.

KIUT would like to attract additional Human Resources as indicated: -

## 1.0. DEPARTMENT OF SOCIAL SCIENCES

### 1.1. Assistant Lecturer (Social Work & Social Administration) - 2 Positions

#### Qualifications and Experience

i. Applicant should be a holder of a Master of Arts in Social Work & Social Administration with a minimum GPA of 4.0 and a Bachelor of Social Work & Social Administration with a minimum GPA of 3.5 and above.

ii. Working experience in teaching at least 2 years.

## 2.0. DEPARTMENT OF BUSINESS & MANAGEMENT

### 2.1. Assistant Lecturer (Supplies & Procurement Management) - 2 Positions

#### Qualifications and Experience

i. Applicant should be a holder of a Master of Business Administration in Procurement and Supplies Management with a minimum GPA of 4.0 and a Bachelor of Procurement and Supplies Management with a minimum GPA of 3.5 and above.

ii. Working experience in teaching at least 2 years.

### 2.2. Assistant Lecturer (Human Resource Management) - 2 Positions

#### Qualifications and Experience

i. Applicant should be a holder of a Master of Arts in Human Resource Management or a Master of Business Administration in Human Resource Management with a minimum GPA of 4.0 and a Bachelor of Human Resource Management with a minimum GPA of 3.5 and above.

ii. Working experience in teaching at least 2 years.

## 3.0. RECORDS OFFICE

### 3.1. Records Officer - 1 Position

#### Qualifications and Experience

i. Applicant should be a holder of a Bachelor of Records Management with a minimum GPA of 3.0 and above.

ii. Working experience in records management at least 1 year.

#### GENERAL CONDITIONS

1. Applicant must attach an up-to-date Curriculum Vitae (CV) having reliable contacts; postal address/ post code, email and telephone numbers.

2. Applicant must attach their certified copies of their certificates and transcripts.

3. Attaching copies of the following certificate is strictly not accepted:

- Form IV and form VI results slips
- Testimonials and all partial transcripts

4. Applicant should indicate three reputable referees with their reliable contacts.

5. Certificates from foreign examination bodies for Ordinary or Advanced level education **should be verified by the National Examination Council of Tanzania (NECTA) and National Council for Technical Education (NACTE).**

6. Certificates from Foreign Universities should be **verified by the Tanzania Commission for Universities (TCU).**

7. Applicant should apply on the strength of the information given in this advertisement.

8. Legal action will be taken in case of presentation of forged certificates and false information from any applicant.

9. Deadline for application is 27<sup>th</sup> December, 2025

10. A signed application letter should be written in English and addressed to:

**The Director Human Resources,**  
Kampala Road No. 2,  
Off Nyerere Road, Gongo la Mboto,  
P. O. Box 9790, Ilala 12110,  
Dar es Salaam, Tanzania.

Applications may be hand-delivered to the University or submitted an electronic application to **jobs@kiut.ac.tz**

11. Only shortlisted candidates will be informed of a date for an interview.