



DAR ES SALAAM INSTITUTE OF TECHNOLOGY (DIT)

EMPLOYMENT OPPORTUNITY FOR THE POST OF DEPUTY PRINCIPAL, ADMINISTRATION AND FINANCE.

1.0 Background

Dar es Salaam Institute of Technology (DIT) was established in 1997 through upgrading of the then Dar es Salaam Technical College. DIT is accredited by the National Council for Technical Education (NACTE) to offer a wide range of professional engineering, science and technology courses. Currently, the Institute is undergoing structural transformation in line with its accreditation status. For that purpose, applications are hereby invited from qualified and experienced Tanzanians to fill the vacant post of the Deputy Principal, Administration and Finance.

2.0 Essential Qualifications

The applicant to the post of DIT Deputy Principal, Administration and Finance should:

- (i) Posses a Doctorate (PhD) degree in Engineering or Science; and
- (ii) Have a teaching experience in higher learning institutions of at least five (5) years of which, at least three (3) years should be in Senior Managerial position.

3.0 Main Duties and Responsibilities.

The Deputy Principal, Administration and Finance shall assist the Principal of DIT in all finance, personnel and administration matters of the Institute and be the Head of the Directorate of Administration and Finance of DIT. In doing so, he/she is expected to plan, direct, organize, monitor and control the human and financial resources of the Institute and establish and maintain a workable system for regular monitoring and evaluation of performance, quality, relevance and efficiency of all finance, personnel and administration programmes.

4.0 Remuneration

Salary will be in accordance with the academic rank of the staff. Other benefits like housing, transport, responsibility and utility allowance will be in accordance with DIT Regulations and relevant Government circulars.

5.0 Mode of Application

Applications attached with copies of certified certificates and academic transcripts, CVs, names and addresses of three referees should be addressed to the undersigned.

The Chairman
Search Committee for the Deputy Principal (AF) of DIT
P.O. Box 33988
DAR ES SALAAM.

Deadline: *Two weeks form the date of the first appearance of this advertisement.*