



UNITED REPUBLIC OF TANZANIA

PRESIDENT'S OFFICE
REGIONAL ADMINISTRATION AND LOCAL
GOVERNMENT

THE LOCAL GOVERNMENT TRAINING INSTITUTE



P.O. Box 1125, DODOMA, TANZANIA, Simu: 026 –2961001, 026 – 2961100, nukushi:
026-2961100, 2322146, baruapepe: info@lgti.ac.tz, tovuti: www.lgti.ac.tz

In reply please quote:

Ref: BA. 253/286/01/112

Date: 4th October, 2024

ADVERTISEMENT FOR PART-TIME TEACHING VACANCIES FOR ACADEMIC YEAR 2024/25

The Local Government Training Institute (LGTI) is inviting applications from qualified Tanzanian candidates to fill the following vacant positions:

1.0 ASSISTANT LECTURER

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| i. Community Development | (2 Posts) |
| ii. Environment Management/ Climate Change | (1 Post) |
| iii. Environmental Management/ Science/Natural Resources | (2 Posts) |
| iv. Mathematics and Statistics | (1 Post) |
| v. Local Government Administration and Management | (1 Post) |

Duties and Responsibilities

- To teach up to NTA level 8 (Bachelor Degree);
- To prepare learning resources for tutorial exercises;
- Conduct seminars and case studies
- To perform any other duties as assigned by the supervisor.

QUALIFICATIONS AND EXPERIENCE

Master's Degree in relevant field and obtained an upper second (3.8 GPA) with a minimum (GPA of 3.5) in first degree from a recognized higher learning Institution.

2.0 TUTORIAL ASSISTANT

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|-------------------------------------|-----------|
| i. Accounting and finance | (1 Post) |
| ii. Economics | (1 Post) |
| iii. Civic Education | (1 Post) |
| iv. Information Computer Technology | (1 Post) |
| v. Records Management and Archives | (1 Post) |
| vi. Local Government | (1 Post) |
| vii. Climate Change and Livelihood | (1Post) |
| viii. Human Resource Management | (1 Post) |
| ix. Communication Skills | (1 Post) |

DUTIES AND RESPONSIBILITIES

- To teach up to NTA level 6 (Ordinary Diploma);
- To Assist in conducting tutorial and practical exercises
- Prepare learning resources for teaching and tutorial exercises;
- To perform any other duties as assigned by the supervisor.

Qualifications and Experience

Bachelor Degree (NTA Level 8) and obtain an upper second (3.5 GPA) from a recognized higher learning Institution.

GENERAL CONDITIONS:

- All applicants Must be citizens of Tanzania
- Applicant must attach an up to date Curriculum Vitae (CV) having reliable contacts; postal address/ post code, email and telephone numbers.
- Applicants must attach their certified copies of the following certifies
 - Bachelor, Masters and PHD academic transcript and certificates.
 - Form IV and Form VI National Examination Certificates.

- iv. Attaching copies of following is strictly not accepted
- Form IV and Form VI results slip
 - Testimonial and all partial transcript
- v. An applicant should indicate three reputable referees with reliable contacts;
- vi. Professional certificates from Foreign Universities and other Training institutions should be verified by Tanzania Commission for Universities (TCU) and National Council for Technical and Vocational Education and Training (NACTVET)
- vii. Only short-listed candidates will be informed on the date of interview and;
- viii. Presentation of forged certificate and other information will necessitate legal action.
- ix. All candidates must be residing in Dodoma

APPLICATION

The interested applicants should submit their applications to the following address

Rector,

Local Government Training Institute

P. O. BOX 1125,

DODOMA.

Or

Email: rector@lgti.ac.tz

For more information inquire please contact the following email rehema.gisunte@lgti.ac.tz

The deadline for submitting applications is 7 days from date of advertisement which is 10th October 2024. Please observe deadline.

For: Rector
Local Government Training Institute
P. O. Box 1125, Hombolo
Dodoma