



Gen: 022-2850993
Tel: 022 -2850975
Fax 022 -2850072
E-mail: principal@duce.ac.tz

DAR ES SALAAM UNIVERSITY
COLLEGE OF EDUCATION
A Constituent College of the University of Dar es Salaam



P.O. Box 2329
Dar es Salaam
Tanzania.

SHORT TERM EMPLOYMENT OPPORTUNITIES

Applications are invited from suitably qualified Tanzanians to fill the following short term vacant positions at the Dar es Salaam University College of Education (DUCE) situated at Chang'ombe, Temeke District, Dar es Salaam. Successful candidate shall be engaged on three-month contract for a Medical Attendant and Artisan II (Public Addressing System) positions to fill vacant posts that require immediate replacement.

S/No.	Post	Qualifications
1.	<p>Medical Attendant II (1 Post)</p> <p>Duties and Responsibilities</p> <p>(a) NURSING SECTION</p> <ul style="list-style-type: none">(i) To clean medical equipment, ward and environment;(ii) To assist patient bathing;(iii) To assist feeding of patients;(iv) To collect and ferry used bed sheet to laundry;(v) To send patients samples to laboratory and collect results;(vi) To prepare necessary equipments for wound dressing;(vii) To collect patient's medicine from pharmacy/store;(viii) To perform any other duty as may be assigned by the reporting officer.	<p>Holder of form four certificates with one year training in Health.</p> <p>Salary Scale: PMOSS 1</p>

	<p>(b) LABORATORY SECTION:</p> <p>(i) To perform general laboratory cleanliness;</p> <p>(ii) To receive and keep laboratory samples;</p> <p>(iii) To perform any other duty as may be assigned by the reporting officer.</p> <p>Terms: Temporary Employment Contract</p>	
2.	<p>Artisan II: Public Addressing System (1 Post)</p> <p>Duties and Responsibilities</p> <p>(i) To perform routine specified tasks that demand higher technical skills under supervision;</p> <p>(ii) To keep the work place tidy;</p> <p>(iii) To collect and takes care of working tools;</p> <p>(iv) To carry out minor repairs and maintenance;</p> <p>(v) To report maintenance problems to senior staff;</p> <p>(vi) To perform any duties as may be assigned by the reporting officer.</p> <p>Terms: Temporary Employment Contract</p>	<p>Holder of form IV certificate and NVTAl or Trade Test Grade III.</p> <p>Salary Scale: POSS 2</p>

MODE OF APPLICATION

- (i) The applications must be handwritten, supported with resume/CV;
- (ii) Two recent passport size photos, certified copies of Academic Certificates and the applicant's birth Certificates must be attached;
- (iii) Names, positions and contact addresses (including telephone numbers) of three referees should be provided in the resume/CV;
- (iv) Deadline of application is 30th December 2018

NOTE: Only short listed applicants will be contacted and called for an interview on a date to be decided later.

Apply to:
Deputy Principal (Administration)
Dar es Salaam University College of Education (DUCE)
P. O. Box 2329
DAR ES SALAAM