



# INSTITUTE OF RURAL DEVELOPMENT PLANNING DODOMA – TANZANIA

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**Our Ref:** CD.45/215/01/69

**Date:** 02<sup>nd</sup> June, 2022

## RE-ADVERTISEMENT OF TRANSFER VACANCIES

### 1.0 Introduction

The Rector of Institute of Rural Development Planning (IRDPA) invites applications from suitably qualified Public Servants who wish to transfer their employment to the Institute to fill **14** vacant posts in various fields.

### 1.1 Establishment

The Institute of Rural Development Planning was established by Act No. 8 of 1980 for the purpose of promoting social and economic development in the United Republic of Tanzania, particularly in the rural areas, charged with the duty of training in practical skills and techniques of planning for rural development.

### 1.2 Vacancies

#### 1.2.1 Academic Posts

| S/N | POSITION                  | AREA OF SPECIALIZATION                                 | NO. OF POSTS |
|-----|---------------------------|--|--------------|
| 1   | <b>Assistant Lecturer</b> | Project Planning and Management                        | 2            |
|     |                           | Transport Planning/Industrial Planning                 | 1            |
|     |                           | Statistics   | 1            |
|     |                           | Land Surveyor  | 1            |
|     |                           | Business Administration (Majoring in Entrepreneurship) | 1            |
|     | <b>Total Posts</b>        |  | <b>6</b>     |

#### 1.2.2 General qualifications for academic posts

- i. **Assistant Lecturers:** Holders of Master Degree and Bachelor Degree in relevant fields. The candidate must have at a GPA of at least 3.5 out of 5 in the Bachelor Degree.

### 1.2.3 Administrative Posts

| S/N | POSITION                           | NO. OF POSTS | QUALIFICATIONS   |
|-----|------------------------------------|--------------|--|
| 1   | <b>Librarian II</b>                | 1            | Holder of Bachelor Degree in one of the following fields; Library Studies, Library and Information Science, Information Studies, Documentation and Information Management or any other relevant field from a recognized institution.   |
| 2   | <b>Senior Library Assistant II</b> | 1            | Holders of Form IV/VI Certificate plus Diploma in one of the following fields; Library and Information Studies, Library and Information Science, Information Studies Documentation, Information Management Librarianship, Library Science, Library studies or equivalent qualification from recognised Institutions with experience of seven (7) years working experience in relevant field. |
| 3   | <b>Driver II</b>                   | 1            | Holder of Form IV Certificate and a Class "C1 or E" Driving License who has attended Basic Driving Course offered by VETA or any recognised Institution with driving experience of at least one (1) year without causing accidents. Possession of Trade Test Grade II/Level II in Motor Vehicle Maintenance/Mechanics is an added advantage  |
| 4   | <b>Senior Library Assistant II</b> | 1            | Holders of Form IV/VI certificate plus Diploma in one of the following fields; Library and Information Studies, Library and Information Science, information Studies Documentation, Information Management Librarianship, Library Science, Library studies or equivalent qualification from recognized Institutions with experience of seven (7) years working experience in relevant field. |
| 5   | <b>Artisan II</b>                  | 1            | Holder of Form IV Certificate with Trade Test Grade II/Level II in one of the following fields; Plumbing, Mechanical, Electricity, Masonry, Carpentry, Painting or equivalent qualifications from any recognized institutions.   |
| 6   | <b>Estate Officer II</b>           | 1            | Holder of Bachelor Degree in one of the following fields; Environmental Engineering, Architecture, Building Economics, Civil Engineering, Mechanical or Electrical Engineering, Land Management and Valuation or equivalent from a recognized institution. Must be registered by respective Professional Registration Board as Graduate in his/her field.                                    |

|                    |  |          |   |
|--------------------|--|----------|---|
| 7                  | <b>ICT Officer II -<br/>(Systems<br/>Administration/<br/>Networking)</b> | 2        | <ul style="list-style-type: none"> <li>➤ Holder of Bachelor Degree in one of the following fields; Computer Science, Information Technology, Computer Engineering or related field from a recognized Institution.</li> <li>➤ Proficient in-Service Provider technologies like IP/MPLS and related services (L2VPN, L3 MPLSVPN, TE, QoS, etc.),</li> <li>➤ Proficiency in designing/deploying in LAN/WAN topologies using routing protocols like OSPF/ISIS, EIGRP, BGP, IPv6, MPLS, Multicast, HA/Redundancy etc.</li> <li>➤ Knowledge of IOS/IOS XE/ IOS XR and Proficient on Network equipment such as routers, switches, bridges, etc</li> <li>➤ Knowledge in Security Fundamentals (in multiple vendor / open source environments), Linux and Windows Security Administration, Replication and Mirroring- Virtual Private Networks, Network Security;</li> <li>➤ Practical skills in managing Server Infrastructure roles as IPv4 and IPv6 Addressing, Domain Name System Server Role, Configuring DNS Zones, DHCP Server Role.</li> <li>➤ Working knowledge in the Telecom Operators or Internet Service Provider Core Network environment will be an added advantage.</li> <li>➤ Possession of recognized ICT professional certification such as Service Provider Networks (CCNA, CCNSP, HCNA, HCNP, MCSA, MCSE, CEH) will be an added advantage.</li> </ul> |
| <b>Total Posts</b> |  | <b>8</b> |   |

### 1.3 GENERAL CONDITIONS FOR INTERESTED APPLICANTS;

- a. Applicants must attach up to date Curriculum Vitae (CV) bearing reliable contacts, postal address, email address, accessible mobile phone numbers and three reputable referees.
- b. All applications must be attached with certified copies of academic certificates & Transcripts, Form IV&VI certificates as appropriate, birth certificate, appointment letter, and confirmation letter.
- c. All applicants should channel their application letters through their respective employers.

- d. Applicants should be ready to work at either IRDP Main Campus (Dodoma) or Lake Zone Training Centre (Mwanza).
- e. The deadline for receiving applications is on **10<sup>th</sup> June, 2022**
- f. Only successful applicants will be informed for next procedures
- g. Applicants should indicate their willingness and commitment to cover the transfer costs.



Dr. Vedastus L. Timothy  
For: **RECTOR**

INSTITUTE OF RURAL DEVELOPMENT PLANNING  
P.O. Box 138  
DODOMA

**All applicants should channel their application to:**

**RECTOR,  
INSTITUTE OF RURAL DEVELOPMENT PLANNING  
P.O.BOX 138,  
DODOMA.  
Tel: +255 26 2963037**

**Date: 03<sup>rd</sup> June, 2022**



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