

# INSTITUTE OF RURAL DEVELOPMENT PLANNING



## RE-ADVERTISEMENT OF TRANSFER VACANCIES

### 1.0 Introduction

The Rector of Institute of Rural Development Planning (IRDP) invites applications from suitably qualified Public Servants who wish to transfer their employment to the Institute to fill **18** 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>Lecturer</b>	Economics/Project Planning, Monitoring and Evaluation	1
2	<b>Assistant Lecturer</b>	Project Planning and Management	1
		Transport Planning	1
		Land Management and Valuation	1
		Business Administration (Majoring in Entrepreneurship)	2
		Law	1
3.	<b>Tutorial Assistant</b>	Town or Urban Planning	1
	<b>Total Posts</b>		<b>8</b>

### 1.2.2 General qualifications for academic posts

- i. **Lecturer:** Holder of PhD, Master's and Bachelor Degree in relevant field or equivalent with at least a GPA of 3.5 out of 5 in Bachelor degree from a recognized institution.
- ii. **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.
- iii. **Tutorial Assistant:** Holder of Bachelor Degree in relevant fields with at least a GPA of 3.5 out of 5.

### 1.2.3 Administrative Posts

S/N	POSITION	NO. OF POSTS	QUALIFICATIONS
1	<b>Librarian II</b>	2	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 recognised 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>	3	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>Artisan II</b>	1	Holder of Form IV or Form VI certificate with Trade Test Grade II/Level II in the field of Plumbing from any recognized institutions
5	<b>Senior Receptionist</b>	1	Holder of form IV Certificate with passes that include English & Kiswahili who has successfully completed receptionist/ telephone operator course and who has Receptionist certificate from a recognized institution with at least (7) years in related

			field.
6	<b>ICT Officer II - (Application Programmer/Web Developer)</b>	1	<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 recognised Institution.</li> <li>➤ Strong understanding of the Software Development Life Cycle (SDLC) methodologies.</li> <li>➤ Working knowledge of various software languages [PHP (mandatory), Java (mandatory), C/C++, NET, Python] will be added advantage.</li> <li>➤ Advanced knowledge in DHTML, HTML5, CSS &amp; CSS3, Java Script, jQuery, jQuery Mobile, SAPUI5 Photoshop, and Responsive Web Design will be added advantage.</li> <li>➤ Experience in SOAP/REST/Web Services, Application Servers (Apache, Apache, Tomcat, Web Logic etc.)</li> <li>➤ Experience in Spring Framework (Spring MVC) and other similar application development frameworks.</li> </ul>
7	<b>Assistant ICT Officer II</b>	1	<ul style="list-style-type: none"> <li>➤ Holders of Diploma in one of the following fields; Computer Science, Information Technology, Electronic Engineering or related qualifications from recognised Institution.</li> <li>➤ Excellent technical knowledge of network and PC hardware, including Microsoft and Linux/Unix platform.</li> <li>➤ Hands-on hardware troubleshooting experience.</li> <li>➤ Extensive equipment support experience with PC's</li> <li>➤ Extensive equipment support experience with audio visual equipment</li> </ul>
	<b>Total Posts</b>	<b>18</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 **28 April, 2021**
- f. Only successful applicants will be informed for next procedures
- g. Applicants should indicate their willingness and commitment to cover the transfer costs.

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

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

**Date: 20 April, 2021**