



THE ANGLICAN CHURCH OF TANZANIA  
**DIOCESE OF CENTRAL TANGANYIKA**

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**ADVERTISEMENT**

**13<sup>th</sup> June 2023**

The Board of Trustees of Diocese of Central Tanganyika (DCT) of The Anglican Church of Tanzania is seeking to employ competent and qualified person to fill the below mentioned teaching position at Canon Andrea Mwaka International School, Mvumi Secondary School and Holy Trinity Primary School.

**(A) PLACE OF WORK: DCT – CANON ANDREA MWAKA INTERNATIONAL SCHOOL (15 POSTS)**

**Ordinary and Advanced Level Secondary Section (09 Posts)**

- 1) Accounting & Business Studies (01)
- 2) Art & Design (01)
- 3) Biology & Chemistry (01)
- 4) English Language & Literature in English (02)
- 5) Geography & History
- 6) Physics & Mathematics (01)
- 7) Religious Studies & Kiswahili (01)

**Primary Section – (06 Posts)**

- 8) Assistant Teachers for Lower Primary – (02)
- 9) English & Literacy – (01)
- 10) French – (01)
- 11) Science and Mathematics – (01)
- 12) Special Aid Teacher (Learning Disorders) – (01)

**Early Years Section (01)**

- 13) English & Literacy – (01)

**Requirements:**

- Bachelor Degree in the relevant teaching subject.
- Experience in IGCSE or similar Curriculum is an advantage

**NB: Expatriates teachers are STRONGLY advised to apply**

**Diocesan Bishop: Rt. Rev. Dr. Dickson Daud Chilongani, PhD**

**(B) PLACE OF WORK: DCT – MVUMI SECONDARY SCHOOL (02POSTS)**

- 1) Mathematics & Physics - Advanced Ordinary Level Secondary (01)
- 2) Mathematics & Economics – Advanced Level Secondary (01)

**Requirements:**

- Bachelor Degree in the relevant teaching subject
- In-depth knowledge of teaching methods, Competence Based Curriculum and legal educational procedures.

**(C) PLACE OF WORK: DCT – HOLY TRINITY PRIMARY SCHOOL – (03)**

- 1) Standard Six Teacher – Social Studies, Civic & Morals, Kiswahili – (01)
- 2) Kindergarten Volunteer Teacher – All subjects - (01)
- 3) Standard Two Volunteer Teacher – All subjects – (01)

**Requirements:**

- Diploma in Education or Diploma in primary Teacher education (DPTE)

**MAJOR DUTIES & RESPONSIBILITIES:**

- i. Research new topic areas, maintaining up-to-date subject knowledge, and devise and write new curriculum materials
- ii. Manage students' behavior in the classroom and on school premises, and apply appropriate and effective measures in cases of misbehavior
- iii. Communicate with parents and guardians over students' progress and participate in departmental meetings, parents' meetings and whole-school training events
- iv. Liaise with other professionals, such as learning mentors, careers advisers, educational psychologists and education welfare officers
- v. Organize and participate in extracurricular activities, such as outings, social activities and sporting events

**ADDITIONAL KNOWLEDGE, SKILLS AND EXPERIENCE**

- At least three (3) years of relevant experience from a reputable organization
- Must have at least three years teaching experience
- Age limit: below 45 years
- Knowledge on relevant ICT skills
- Excellent problem solving, analytical and critical thinking skills
- The ability to make decision in stressful environments

**SUBMISSION OF APPLICATIONS:** Please send the application to the following address: **GENERAL SECRETARY, DIOCESE OF CENTRAL TANGANYIKA, P.O.BOX 15 DODOMA** by posta, or email: [bishopdct@gmail.com](mailto:bishopdct@gmail.com) copy to [dct.des2021@gmail.com](mailto:dct.des2021@gmail.com) or to the office of Human Resource Management located at MACKAY HOUSE Room no. 23

**The Complete application includes:**

- An application letter
- A detailed Curriculum Vitae clearly elaborating Education Background, Professional Experience and at least three referees.
- Copies of all Academic Transcripts
- At least two (02) Letters of recommendation
- Two (02) Passport size.

**SUBMISSION DATE:**

Complete applications must be submitted by **30<sup>th</sup> day of June 2023 at 15:30 pm**

*Note: Only Shortlisted candidates will be contacted for Interview.*



**Rev. Canon John Mussa Ntandu**  
**Diocesan General Secretary**

Diocese of Central Tanganyika  
P. O. Box 15, Dodoma  
Tanzania - East Africa