

THE UNIVERSITY OF DODOMA



CALL FOR INTERNSHIP PROGRAMME

The University of Dodoma invites applications for Internship Programme for the positions of Teacher Grade II C for an internship of 12 months with possible extensions upon excellent performance as per Guidelines and Procedures on Voluntary and Temporary Employment of the University of 2020.

Post:	Teacher Grade II C (4 Positions)
Employer:	THE UNIVERSITY OF DODOMA
Duties and Responsibilities:	<ul style="list-style-type: none">▪ To give instructions in one's specialised content subject▪ To prepare plan of work, course preparation, teaching aides, pupil exercises, tests and examinations▪ To supervise school examinations and to report to the school management▪ To keep and control all school resources▪ To prepare and submit reports to higher authorities▪ To encourage, supervise, follow up on school attendance and to report to the school management and parents/guardians▪ To care for the students' welfare in and outside the classroom▪ To provide guidance and counselling▪ To perform any other duties as may be assigned by the immediate supervisor
Qualification and Experience:	Holder of Bachelor Degree in the following fields: Bachelor of Education in Early Childhood Education (2) positions, Bachelor of Education in Science (1) position and Bachelor of Education in Special Needs (1) position.
Mode of Application:	Application letters with detailed curriculum vitae (CV) and copies of relevant certificate should reach the undersigned, in hard copies, not later than 14 days from the date of this advertisement. Please Note: Only short-listed candidates will be contacted through their addresses and/or telephone

numbers. If you do not hear from us consider yourself unsuccessful.

All Applications should be sent to:

Deputy Vice Chancellor-Planning, Finance and Administration

P.O. Box 259

The University of Dodoma
