

# RUAHA CATHOLIC UNIVERSITY

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## JOB VACANCIES

### A. INSTITUTIONAL BACKGROUND

Ruaha Catholic University (RUCU) has operated as a fully-fledged university since 2014. It is located in Iringa Municipality, in the Southern Highlands of the United Republic of Tanzania. Established and owned by the Tanzania Episcopal Conference (TEC), RUCU is a private, secular institution committed to inclusivity. The university welcomes all qualified individuals regardless of nationality, ethnicity, gender, religion, or political affiliation.

The university is governed and administered in accordance with the University Act, 2005, TCU guidelines as well as the Catholic Church Policy on Higher Education Institutions – Ex Corde Ecclesiae and the provisions of the Charter establishing the university and rules thereof. The university Moto is Academic Excellence and Moral Finesse.

### B. POSITIONS / VACANCIES

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|------|--|--------------------|
| i.   | Assistant Lecturer in Banking (Bachelor) and Finance (Master):   | <b>3 positions</b> |
| ii.  | Assistant Lecturer in Environmental Health Sciences (Bachelor) and Public health related field (Master): | <b>3 positions</b> |
| iii. | Lecturer in Economics:   | <b>1 position</b>  |
| iv.  | Assistant Lecturer in Human Resource Management  | <b>1 Position</b>  |
| v.   | Assistant Lecturer in Marketing  | <b>1 position</b>  |

**Note: PhD holders in the fields above are highly encouraged to apply.**

### C. DUTIES AND RESPONSIBILITIES

#### 1. Teaching and Assessment

- Deliver lectures, tutorials, and practical sessions for assigned courses at undergraduate and/or postgraduate levels.
- Design, administer, and grade assessments to evaluate student learning outcomes effectively.

#### 2. Academic Contribution

- Provide professional input to departmental activities, including academic planning, curriculum reviews, and quality assurance initiatives.
- Participate in departmental meetings and contribute to academic decision-making processes.
- Develop and update course content, teaching materials, and instructional strategies in line with emerging trends and academic standards.

#### 3. Student Conduct and Mentorship

- Promote and uphold an acceptable code of ethics among students.
- Collaborate with other staff members to ensure discipline, order, and good governance within the student community.
- Guide and supervise students during field practicals and other experiential learning activities to ensure academic relevance and integrity.

#### 4. Research, Innovation, Consultancy and Publications

- Conduct research in relevant academic fields, contributing to knowledge creation and societal advancement.
  - Supervise student research projects, dissertations, and field-based studies.
  - Provide consultancy services within your area of expertise.
  - Publish scholarly books, articles, and papers in recognized academic and professional journals.
5. **Institutional Loyalty**
- Embrace and uphold the vision, mission, and core values of the University, as articulated by the Board of Trustees.
6. **Other Duties**
- Undertake any additional responsibilities assigned by the Dean, Head of Department, or other higher authorities in the university.

#### **D. ACADEMIC QUALIFICATIONS**

- i. An Applicant for the position of Assistant Lecturer or lecturer in Banking and Finance shall have the following academic qualifications:
  - Holder of a Master degree either of the following fields: Banking, Microfinance, Banking and Microfinance, Finance and Banking, Finance and Investment or Finance and Accounting, with a minimum GPA of 4.0 (Upper 2<sup>nd</sup>, class =B) and a Bachelor degree in either of the following fields: Banking, Banking and Microfinance, Banking and Investment or Banking and Finance, with a minimum GPA of 3.5. = (B -Grade/Upper 2<sup>nd</sup>, class)
  - An applicant for the position of Lecturer shall be a holder of Ph.D in either Banking or Finance related fields above.
- ii. An Applicant for the position of Lecturer in Economics shall have the following academic qualifications:
  - Holder of a Ph.D. in Economics, Master degree in Economics, with a minimum GPA of 4.0, (Upper 2<sup>nd</sup>, class =B) and a Bachelor degree in Economics, with a minimum GPA of 3.5. (B Grade/Upper 2<sup>nd</sup>, class)
  - An applicant for the position of Lecturer shall be a holder of Ph.D. in Economics.
- iii. An Applicant for the position of Assistant Lecturer or lecturer in Environmental Health Sciences shall have the following academic qualifications:
  - Holder of a Master degree with a minimum GPA of 4.0, (Upper 2<sup>nd</sup>, class =B) and a Bachelor degree in Environmental Health Sciences in Public health related field, with a minimum GPA of 3.5 (B Grade/Upper 2<sup>nd</sup>, class)
  - An applicant for the position of Lecturer shall be a holder of Ph.D. in Environmental Health Sciences in Public health.
- iv. An Applicant for the position of Assistant Lecturer or lecturer in Human Resources Management shall have the following academic qualifications:
  - Holder of a Master degree Human Resources Management with a minimum GPA of 4.0 (Upper 2<sup>nd</sup>, class =B) and a Bachelor degree in Humana Resources Management with a minimum GPA of 3.5 (B Grade/Upper class)
  - An applicant for the position of Lecturer shall be a holder of Ph.D. in Human Resources Management.
- v. An Applicant for the position of Assistant Lecturer or lecturer in Marketing shall have the following academic qualifications:
  - Holder of a Master degree Marketing with a GPA of not less than 4.0 (Upper 2<sup>nd</sup>, class =B) and a Bachelor degree in Marketing with a minimum GPA of 3.5 (B Grade/Upper class)
  - An applicant for the position of Lecturer shall be a holder of Ph.D. in Marketing

#### **E. REMUNERATION**

An attractive package will be offered to the successful candidate in accordance with RUCU's salary structure and employment policies.

#### **F. HOW TO APPLY**

Interested and qualified candidates should submit the following documents:

- A signed application letter.
- Updated Curriculum Vitae (CV).
- Certified copies of academic certificates and transcripts.
- Names and contact information of three referees.

Applications should be addressed to:

**Deputy Vice Chancellor for Finance and Administration**  
**Ruaha Catholic University (RUCU),**  
**P. O. Box 774,**  
**IRINGA**

**Email:** [rucu@rucu.ac.tz](mailto:rucu@rucu.ac.tz)

**Copy to:** [hro@rucu.ac.tz](mailto:hro@rucu.ac.tz) and [dvcua@rucu.ac.tz](mailto:dvcua@rucu.ac.tz)



The Deadline for receiving applications is **June 20<sup>th</sup>, 2025**