

MBEYA UNIVERSITY OF SCIENCE AND TECHNOLOGY

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P.O. Box 131,
Mbeya,
Tanzania.

Reg. No. CA.37/476/01/105

Date: 28th May, 2025

EMPLOYMENT OPPORTUNITIES ON CONTRACT BASIS

Mbeya University of Science and Technology (MUST) is a result of the transformation of the Mbeya Institute of Science and Technology (MIST) through the Universities Act No.7 (2005) and Charter of Mbeya University of Science and Technology, 2013 with the aim of becoming the leading Centre of excellence for knowledge, skills and applied education in science and technology.

Mbeya University of Science and Technology (MUST) invites dynamic and suitable qualified Tanzanians to fill **four (4)** contract vacant posts for supervising construction projects of VETA Colleges.

1. ESTATES OFFICER I - (4 - POSTS)

1.1. QUALIFICATIONS:

Holder of Bachelor Degree in Civil Engineering or equivalent qualification from recognized institution.

A candidate must be Registered Graduate from the respective Professional Board with relevant working experience of at least 4 years in supervising Construction Projects.

1.2. Key Responsibilities:

- i. Supervising construction projects;
- ii. To prepare progress reports of the project;
- iii. To conduct site and technical meetings;
- iv. Ensures maintenance and cleaning of site properties and environment;
- v. Keeps and maintains site materials and equipment in good working order;
- vi. To prepare schedules of materials and schedules of labour;
- vii. Assists in the planning, organizing, implementing and controlling of site activities and services; and
- viii. Performs any other duties as may be assigned by supervisor.

1.3. Salary Scale: PGSS 8

1.4. TENURE: Contract

Successful candidates shall hold the office for **four (04)** months.

1.5. WORK STATION:

The work stations for these posts will be at Kibondo, Momba, Njombe and Mbinga District in Tanzania.

NB: GENERAL CONDITIONS:

- i. All applicants must be Citizens of Tanzania;
- ii. Applicants must attach an up – to – date /current Curriculum Vitae (CV) having reliable contact postal address, e-mail address and telephone numbers;
- iii. Applicants should apply on the strength of the information given in this advertisement;

- iv. Applicants must attach their detailed relevant certified copies of Academic certificates:
- Degree/Advanced Diploma Certificates;
 - Degree/Advanced Diploma Transcripts;
 - Form IV and Form VI National Examination Certificates;
 - Graduate Registration Certificates from respective boards;
 - One recent passport size picture;
 - Birth certificate;
 - Form IV and Form VI results slips are strictly not accepted;
 - Testimonials, Partial transcripts and results slips will not be accepted;
 - Registration as Professional Engineer from respective boards will be an added advantage;
- v. Presentation of forged academic certificates and other information in the CV will necessitate legal action;
- vi. Applicants who retired from the Public Service for whatever reason should not apply;
- vii. Applicants should indicate three reputable referees with their reliable contacts;
- viii. Women are highly encouraged to apply;
- ix. Only shortlisted candidates will be informed on the date of interview;
- x. Application letters shall be written in English; and
- xi. Dead line for application is **06th June, 2026**.

APPLICATION LETTERS SHOULD BE POSTED TO THE FOLLOWING ADDRESS;

THE VICE CHANCELLOR,

MBEYA UNIVERSITY OF SCIENCE AND TECHNOLOGY,

P.O.BOX 131,

MBEYA.