

ZANZIBAR UNIVERSITY

بیتنا دیننا العزیز



جامعة زنجبار

Applications are invited from suitably qualified persons to fill the vacant post of Administrative Officer of Zanzibar University - Pemba campus.

Qualifications:

1. An applicant must be a holder of a degree in Public Administration, Human Resources, Law, Business Administration or Social Sciences;
2. He/she must have a good command of written and spoken English language;
3. Working experience will be an added advantage.

Salaries and Other Benefits:

A successful applicant will be provided with:

1. A permanent contract once he has served the University for three years with good performance;
2. Good salary, house allowance (20%) and reasonable transport allowance;
3. Health insurance.

Mode of Application

An applicant is required to submit typed application letter with detailed Curriculum Vitae and copies of relevant academic certificates. He/She should also indicate his current postal address, telephone number and e-mail.

Applications should be addressed to:

**Vice Chancellor
Zanzibar University
P.O. Box 2440
Zanzibar,
Or**

info@zanvarsity.ac.tz or one can submit his application letter and other related documents directly to Zanzibar University offices in Tunguu, during office hours.

Deadline for receiving application is 20th September, 2018. Only the shortlisted applicants will be notified.