

HELASITA SECONDARY SCHOOL



JOB VACANCY TO BE FILLED SCHOOL BACKGROUND

Helasita Secondary School is a boys' secondary school located at Mtoni Kijichi, in Temeke Municipality, Dar Es Salaam, Tanzania. The school is registered with registration Number S. 4891 and follows the Tanzania's National Curriculum. Helasita Secondary School was established under Company's Act, Cap.16 of 2002 with mandate to provide education services. The school philosophy is to train students holistically by promoting such skills as; critical and independent thinking, creativity, innovation, communication, rational decision making, team work and adaptability to different environmental contexts just to mention a few. The focus being to produce responsible and autonomous citizens characterized by positive attitude economically, socially, spiritually, intellectually, culturally and morally. The School is looking for highly qualified, academic and professionally competent teachers and support staff to fill the following vacancies;

A: TEACHERS

S/No.	SUBJECT	NUMBER OF VACANT POSITIONS	MINIMUM ENTRY QUALIFICATIONS	REQUIRED WORKING EXPERIENCE
1	Mathematics	1	A degree/Diploma in Education with two teaching subjects including the listed ones from a recognized academic institution	At least three (3) years working experience in teaching in secondary schools or teachers' colleges
2	Physics	1		
2	Kiswahili	1		
3	English	1		
4	Book keeping	1		
5	Information & Computer Studies (ICS)	1		
6	Fine Arts	1		

B. SUPPORT STAFF

S/No.	JOB POSITION/TITLE	NUMBER OF VACANT POSITIONS	MINIMUM ENTRY QUALIFICATIONS	REQUIRED WORKING EXPERIENCE
1	Patron	1	Holder of a Bachelor's Degree/Diploma in Social Work, Education, Psychology, Sociology or related field	- At least three (3) years Working Experience as School Patron - Candidate should be at least 35 to 50 years of age
2	Library, Records and Information Studies Personnel	1	Certificate/Diploma in Library and Records Management with Good Communication Skills, Interpersonal Skills and Knowledge of ICT Applications	At least three (3) years working experience in similar post
3	Store Keeper	1	Certificate/Diploma in Procurement and Logistics/Materials management from recognized institution or Professional Level II or its equivalent and should be computer literate	At least three (3) years working experience in similar post
4	Laboratory Technician	1	Holder of a degree/diploma in laboratory or equivalent from a recognized academic institution	At least three (3) years working experience in similar post

HOW TO APPLY

Helasita is an equal opportunity employer. All interested and qualified candidates are encouraged to apply for the job vacancies by submitting an application letter, CV / Resume, photocopies of relevant certificates and names and addresses of two (2) referees, through the following address:

Helasita Secondary School, P.O. Box 11639, Dar Es Salaam or Email info@helasitasecondary.ac.tz

Only short-listed applicants will be contacted. Closing Date for submitting applications is 4th January, 2021.

Issued by:

The School Director