



EMPLOYMENT OPPORTUNITY

The Catholic University of Health and Allied Sciences (CUHAS), owned by the Tanzania Episcopal Conference (TEC), provides training for over 3,500 students. CUHAS is currently running programmes in Doctor of Philosophy (PhD), Master of Medicine (MMed), Master in Public Health (MPH), Master of Science in Pediatric Nursing (M.Sc.PN), Master of Science in Clinical Microbiology and Molecular Biology (M.Sc. CMMB), Doctor of Medicine (MD), Bachelor of Pharmacy (B.Pharm), Bachelor of Science in Nursing Education (B.Sc.NED), Bachelor of Science in Nursing (B.Sc.N), Bachelor of Medical Laboratory Sciences (BMLS), Bachelor of Science in Medical Imaging and Radiotherapy (B.Sc. MIR), Diploma in Pharmaceutical Sciences (DPS), Diploma in Medical Laboratory Sciences (DMLS) and Diploma in Diagnostic Radiography (DDR).

Project Details and Title: PRESHA – Preventing Severe Hypertensive Adverse events in Pregnancy and childbirth in Mwanza, Tanzania.

Hypertensive disorders in pregnancy (HDP), such as pre-eclampsia (PE), affect up to 10% of all pregnancies and are currently the leading cause of maternal deaths in many countries in sub-Saharan Africa. PE alone affects 3-5% of pregnancies globally, causing 76,000 women and 500,000 infant deaths annually.^{1,2} In Mwanza Region, Tanzania, PE contributes to 40% of maternal deaths and has a perinatal mortality rate of 20%.³ Early identification of women at risk and timely prevention and treatment of PE can greatly reduce maternal and perinatal death and disability, which is a core priority in the Sustainable Development Goals (SDG 3). Global guidelines and models for risk screening, prevention, and management of PE exist.⁴ However, several health system barriers impact their implementation in low-resource settings. These include sub-standard quality of antenatal care, lack of risk screening tools, delays in referral, and suboptimal management at referral hospitals.

The purpose of this project is to prevent maternal and perinatal death and disability due to Pre-eclampsia (PE), in low-resource settings by improving prediction, prevention, and clinical management.

On behalf of the PACE Project, CUHAS is looking for highly qualified and motivated persons to fill the following Temporally position/vacancy:

1. Position: Temporarily post for Clinical research assistant (4 posts)

Report to the Principal Investigator and Study Coordinator

Location: Mwanza

Essential characteristics: Ideal candidates will have the following Qualifications, Experience, Knowledge, Skills, and Abilities:

- Education: Diploma or bachelor's degree in clinical medicine, nursing, public health, biomedical sciences, or related fields.
- Job experience: Minimum of 1 year of relevant working experience as an intern, research assistant, health personal.
- Prior research experience in clinical studies, maternal health or preeclampsia-related is an asset.
- Communication skills: Good communication skills in English (written, oral, comprehension) and Swahili
- Certifications (mandatory): Good Clinical Practice (GCP) certification (willingness to do/get one)
- Excellent professional attitude: as displayed by communication with internal and external partners, a high degree of independence, effective response to feedback, and keeping to deadlines.

Additional Requirements

- Strong attention to detail and ability to follow protocols.
- Ability to work in a clinical setting, including hospitals and research labs.
- Availability to work flexible hours, depending on study needs.
- Familiarity with data collection tools, medical records, and screening protocols.
- Basic knowledge of statistics and software like SPSS, REDCap, MS Word/Excel, Outlook email provider, and Google Docs. (preferred with experience, otherwise willingness to learn).

Duties and Responsibilities:

- Assist the research team with participant recruitment, screening, and informed consent processes. Assist in study participant follow-ups. Maintain accurate research records and update electronic research databases.
- Conduct data collection through surveys/interviews, including potentially performing or assisting in some clinical measurement (e.g., blood pressure monitoring, blood sample testing, and urine testing).
- Ensure compliance with ethical guidelines and research protocols. Collaborate closely with the PRESHA study team, including physicians, nurses, and site coordinators at the included health facilities. Support data analysis and report writing if necessary.
- Supporting the PRESHA researchers and coordinators with any other (administrative and research) tasks, including planning of meetings, support the organization of (online or face-to-face) meetings, photocopying of study materials, circulation/sending of study materials (digital, in person), assisting with transportation of samples, and any other tasks allocated.
- Perform other duties as assigned by the PI

Remuneration

Successful candidates will be remunerated as per the PRESHA-Project's guidelines.

2. **Position: Temporary post for Social Science Research Assistant (1 post)**

Report to the Principal Investigator and study coordinator

Location: Mwanza

Essential characteristics: Ideal candidates will have the following Qualifications, Experience, Knowledge, Skills, and Abilities:

- Education: Bachelor's degree in public health, social sciences, political sciences, psychology, or related fields.
- Job experience: Minimum of 1 year of relevant working experience. Prior research experience in (clinical) research studies, maternal health, or preeclampsia-related is an asset.
- Communication skills: Good communication skills in English (written, oral, comprehension) and Swahili
- Certifications (mandatory): Good Clinical Practice (GCP) certification (willingness to do/get one)
- Excellent professional attitude: as displayed by communication with internal and external partners, a high degree of independence, effective response to feedback, and keeping to deadlines.

Additional Requirements

- Strong attention to detail and ability to follow protocols.
- Ability to work in a clinical setting, including hospitals and research labs.
- Availability to work flexible hours, depending on study needs.
- Familiarity with data collection tools, medical records, and screening protocols.
- Basic knowledge of data collection software like NViVO, SPSS, REDCap, MS Word/Excel, Outlook email provider, and Google Docs. (preferred with experience, otherwise willingness to learn).

Duties and Responsibilities:

- To support and assist research activities to be conducted, including interviews and focus group discussions, actively take part in planning, executing, reporting and analyzing the gathered data.
- Assist the research team with participant recruitment, screening, and informed consent processes. Assist in study participant follow-ups. Maintain accurate research records and update electronic research databases.
- Assist with data collection through surveys and interviews, including facilitating the performance of clinical measurements (e.g., blood pressure monitoring, blood sample testing, and urine testing).
- Ensure compliance with ethical guidelines and research protocols. Collaborate closely with the PRESHA study team, including with physicians, nurses, and site coordinators at the included health facilities.

- Supporting the PRESHA researchers and coordinators with any other (administrative and research) tasks, including planning of meetings, support the organization of (online or face-to-face) meetings, photocopying of study materials, circulation/sending of study materials (digital, in person), assisting with transportation of samples, and any other tasks allocated.

Remuneration

A Successful candidate will be remunerated as per the PRESHA-Project's guidelines.

Applications

- All applicants must be Citizens of Tanzania.
- Application must be typed in English.
- All application letters must be accompanied by a detailed and current Curriculum Vitae, all relevant certificates, and full transcripts. **For applicants who have studied outside Tanzania, a certificate of recognition by TCU must be attached.**
- A recommendation letter from a previous employer or supervisor
- Names and valid addresses (and phone numbers or emails) of 3 credible referees must be provided.
 - Only short-listed candidates will be contacted.
 - Application process will include interviews with PRESHA- Study members
- The deadline is **Monday, 30th June 2025**
- Government employees should not apply
- Applications must be addressed and sent to:

**VICE CHANCELLOR,
CATHOLIC UNIVERSITY OF HEALTH AND ALLIED SCIENCES (CUHAS),
P.O. BOX 1464,
MWANZA,
TANZANIA.**

Or email to: anumiemtweve1@gmail.com and kiritta2002@yahoo.com



Catholic University of Health and Allied Sciences

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Position Title: Director Information Communication Technology (ICT)

Reports to: Deputy Vice Chancellor Planning, Finance and Administration as well as the Deputy Vice Chancellor ARC and the Vice Chancellor

Duty Station: Mwanza

Main purpose of the job

To plan, coordinate and develop the provision and delivery of information services technology to meet communications, information processing, storage and retrieval needs of the University to enhance the cost-effective delivery of the academic and administrative services objectives. Management of information and to advise the University Community on the adoption of IT standards, strategies, and policies to improve the university technology performance and data security.

Key Roles and Responsibilities

Please note that this job posting outlines the primary responsibilities and role. It does not define or limit the specific tasks that may be assigned. This document is not intended to be a contract of employment. Management reserves the right to review and amend these responsibilities at any time.

The key responsibilities include but not limited to:

1. Provide leadership and management to the ICT team to ensure smooth operations of all technological systems and functions.
2. Establish and monitor achievement of individual, sectional and directorate performance objectives.
3. Advise on development and implementation of IT strategies and long-term IT plans as an integral part of the University's academic and administrative activities to enhance efficiency, cost effective delivery of services, communications and utilisation of resources.
4. Advise on technical policy issues affecting utilisation of IT solutions and the type of hardware, network and software platforms and protocols to be used by the University to provide long-term cost-effective technologies to enhance the delivery of reliable academic and administrative services.
5. Prepare draft capital and recurrent expenditure budgets for approval, controls and authorises expenditure against approved budget, Monitors expenditure against budget accounts for variances to ensure maximum return on all technological investments.
6. Identify, evaluate and recommend appropriate technical standards for information technology components of the University to ensure overall connectivity and maintenance.

7. Initiate, coordinate and manage IT feasibility studies to determine IT development proposals and prepares detailed project specifications for inclusion in tender documentation; carries out technical evaluation of tenders for submission of IT projects, hardware, software, etc and recommends acceptance of tenders.
8. Establish, recommend, implement and evaluate new IT technologies and operational procedures to ensure availability and reliability of network, data integrity and security, and access control to improve efficiency and productivity.
9. Establish and enforce security and data protection protocols to prevent cyber-attacks and data breaches.
10. Advise on information and communication access and security issues to ensure that protection and security of information is consistent with the needs of the university community and freedom of information.
11. Design and ensure implementation of appropriate disaster preparation plans and data recovery to protect data and information.
12. Initiate consultative fora to stimulate interest in IT development and appropriate responses to end-user requirements.
13. Establish appropriate professional structures, personnel and training programmes to enhance the capability and understanding of end-users in Information Technology, and specific applications to maximise utilisation of available technology and end-user demand for development.
14. Liaise with local, regional and international communication providers to ensure that the University Community's information driven communication needs are met;
15. Ensure the availability and reliability of all technological systems and infrastructure (hardware, software, and network systems) to ensure its optimum performance by;
 - Managing the technical support of application software,
 - Participation in software and hardware selections,
 - On-going market surveys and
 - Upgrading of software in accordance with licence agreements;
16. Organise and co-ordinate end-user support services by establishing and supervision of appropriate roles, contacts with suppliers and maintenance contract conditions. Ensures that adequate technical support is available at all times to provide service excellence to end-users.
17. Constant monitoring developments in IT to ensure that the University optimises utilisation of available technologies in a cost-effective manner by;
 - Staying up-to-date with industry trends and developments,
 - Fostering a culture of innovation, creativity, and continuous improvement within the IT department and across the university.
18. Represents the University on IT related initiatives - particularly related to an academic and teaching environment and prepares necessary technical reports, etc as required.
19. Undertake any other related duties and responsibilities as directed by Supervisor.

Qualifications and Experience

- Holder of Master's degree or equivalent in Computer Sciences, Information Technology, Data Management or its equivalent from a recognized University/ Institution.
- Certification in Cisco Certified Network Associate (CCNA), Microsoft Certified Systems Developer (MCSD), or Microsoft Certified Systems Engineer (MCSE) or its equivalent will be an added advantage.
- Minimum of three years' work experience in a similar position in a reputable organization/ institution (preferably in an academic environment).

- Experience in the development and operation of wide range of communications and business-related applications WAN & LAN network development and management, and IT project management.
- Experience in the management of professional staff and budgetary control is also essential
- Strategic mindset with ability to lead, inspire and achieve results in a challenging context.
- Demonstrated managerial, supervisory and leadership skills.
- Excellent knowledge of and skills in the use of integrated IT accounting systems, HR and Payroll packages, Students information systems etc. (e.g. Sage and Norming, OSIM)

Remuneration

CUHAS offers a competitive compensation package and benefits in accordance with individual qualifications and experience as per the CUHAS Scheme of Service.

How to Apply

- All applicants must be Citizens of Tanzania.
- Applications must be typed in English.
- All application letters must be accompanied by detailed and current curriculum vitae, all relevant certificates and full transcripts. **For applicants with foreign certificates, a recognition by TCU must be attached.**
- Names and valid addresses (and phone numbers or emails) of 3 credible referees must be provided.
- **For applicants sending their applications through email, all documents must be attached as one PDF document.**
- The deadline is **Monday 30th June, 2025 at 04:30 pm.**
- Only short-listed candidates will be contacted.
- Applications must be addressed and sent to:

**VICE CHANCELLOR,
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P.O. BOX 1464,
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Or E-Mail to: recruitment@cuhas.ac.tz