

**TAASISI YA ELIMU TANZANIA (TET)**  
**Tanzania Institute of Education (TIE)**



**INVITATION OF EXPRESSION OF INTEREST TO BE TRANSFERRED TO OR TO  
COLLABORATE WITH TANZANIA INSTITUTE OF EDUCATION**

**1.0 BACKGROUND INFORMATION**

Tanzania Institute of Education is a Government educational service institution established by Act No. 13 of 1975 (CAP 142 R.E. 2002). The Institute is categorised as a Non-university Institution of Higher Learning under the Ministry of Education, Science and Technology. Its basic mandate is to interpret Government policies on education into befitting curricula, curricula-support materials and programmes aiming to facilitate provision of quality education at Pre-primary, Basic, Secondary and Teacher Education levels. Specific functions of the Institute centre on the following main areas:

- (a) Curriculum development and review.
- (b) Production of teaching and learning materials including, but not necessarily limited to, subject syllabi, textbooks, supplementary books, modules, guides, charts, cards, manuals, subject kits and electronic materials such as CDs and DVDs.
- (c) Training in curriculum studies including in-service programmes for teachers.
- (d) Research and consultancy services in education.

**2.0 OBJECTIVE OF THE INVITATION**

The objective of this invitation is to create a pool of suitably qualified education professionals who could at a later stage be engaged to enhance the Institute's capacity in discharging its legal functions summarised above.

**3.0 TARGET GROUPS**

This invitation targets the following groups of professionals:

**3.1 Public Servants**

These are education experts currently serving in the public service. Suitably qualified such professionals could be engaged with TIE by way of transfer or secondment according to the provisions of the Public Service Act of 2002 and its Regulations of 2003 as amended from time to time. Prospective experts must meet at least one of the following conditions:

- (a) Bachelor's degree in education with GPA of at least 3.8 out of 5 or its equivalent and a minimum score B+ in the subjects of specialisation or its equivalent. In addition, the candidate must have working experience of at least five (5) years in teaching, curriculum development or education management.
- (b) Master's degree in education with GPA of at least 4.0 out of 5 or its equivalent and post-qualification working experience of at least three (3) years. In addition, the candidate must hold a Bachelor's degree in education with GPA of at least 3.8 out of 5 or its equivalent and a minimum score of B+ or its equivalent in the subjects of specialisation.

- (c) PhD in education or related field with post-qualification relevant working experience of at least three (3) years plus Master's and Bachelor's degrees of the type and GPA specified under items (a) and (b) above.
- (d) Bachelor's degree in Computer Science and formal training in Graphic Designing with at least four years (4) years of working experience in graphic designing.
- (e) Diploma in Graphic Designing or Graphic Designing and Page Layout or Graphic Designing and Multimedia with at least four (4) years of working experience in graphic designing.
- (f) In addition to the conditions set out under items (a) – (e) above, proven experience in the following professional areas is a very strong added advantage:
  - (i) Authorship and publishing.
  - (ii) Graphic Designing.

### **3.2 Non-Public Servants**

This group shall consist of individuals including retirees of the public service who are actively involved or have the potential to be effectively engaged in activities falling under the TIE key functions outlined above. They will form a "Resource Persons List". The modality of collaboration with TIE is anticipated to be through contracts for specific tasks.

Prospective professionals in this group must possess at least one of the following qualifications:

- (a) Bachelor's degree in education or related field with GPA of at least 3.8 out of 5 or its equivalent and not less than 10 years of working experience in teaching or curriculum development or education management. In addition, one's score in the subjects of specialisation must not be less than B+ or its equivalent. Consideration of higher degree holders shall take into account this basic qualification, GPA of 4.0 out of 5 or its equivalent and score of not less than B+ in subjects of specialisation for Master's degree. The minimum 10-year relevant working experience shall apply irrespective of the level of education (Bachelor's, Master's, PhD degree).
- (b) Bachelor's degree in Computer Science with GPA of at least 3.8 and formal training in Graphic Designing with at least four years (4) years of working experience in graphic designing.
- (e) Diploma in Graphic Designing or Graphic Designing and Page Layout or Graphic Designing and Multimedia with at least four (4) years of working experience in the field.
- (c) Proven experience in authorship and publishing is a very strong added advantage.

### **4.0 MODE OF SUBMISSION OF LETTERS**

Letters of expression of interest marked "EXPRESSION OF INTEREST TO BE TRANSFERRED TO TANZANIA INSTITUTE OF EDUCATION" or "EXPRESSION OF INTEREST TO COLLABORATE WITH TANZANIA INSTITUTE OF EDUCATION" (as the case may be) shall be submitted by 20<sup>th</sup> December 2017 at 12:00 Hrs to:

**The Director General,  
Tanzania Institute of Education,  
P.O.Box 35094  
Dar es Salaam.**

Alternatively, the letters may be hand-delivered to the Office of the Director General by the specified date and time at TIE Head Office, Administration Block, located on Plot No. 686 along Ally Hassan Mwinyi Road, Mwenge, Dar es Salaam.

#### **5.0 FEEDBACK TO APPLICANTS**

Only shortlisted applicants will be informed about acceptance of their expression of interest and the way forward. Those who do not hear from us by 15<sup>th</sup> January 2018 should consider themselves unsuccessful.

**Director General  
TAASISI YA ELIMU TANZANIA**