



THE UNITED REPUBLIC OF TANZANIA
MINISTRY OF EDUCATION, SCIENCE AND TECHNOLOGY
MUHIMBILI UNIVERSITY OF HEALTH AND ALLIED SCIENCES
(MUHAS)



P.O. Box 65001
Dar es Salaam.

Tel. G/Line: +255-22-2150302/6
Telefax: +255-22-2150465
E-mail: vc@muhas.ac.tz

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VACANCY ANNOUNCEMENT

1.0 MUHIMBILI UNIVERSITY OF HEALTH AND ALLIED SCIENCES (MUHAS)

The Muhimbili University of Health and Allied Sciences (MUHAS) is a Tanzanian Premium Health and Allied Sciences University established in 2007 through Article 1 of the Charter of Incorporation in line with the Universities Act No 7 of 2005. Since its establishment, MUHAS has managed to have a range of programmes in biomedical, clinical and allied health sciences which necessitates increasing of number of staff to perform its intended function. In this context, MUHAS is inviting applications from suitable candidates for various posts as itemized below for teaching the programmes across seven Schools and one academic Institute of the University.

1.1 JOB SUMMARY

Muhimbili University of Health and Allied Sciences (MUHAS) in collaboration with Bergen Centre of Ethics and Priority Setting in Health (BCEPS) at the University of Bergen are implementing a five-year project funded by NORAD: *Fair Choices on the Path to Universal Health Coverage (UHC) 202C–2030*. The project aims to support institutional capacity building in Health Economics, Priority Setting and Health Technology Assessment, hence, directly contributing to improved health outcomes for the Tanzanian population. The project will focus on:

Strengthen country capacity: Enhance the ability of national institutions in Tanzania to translate evidence-based priorities into actionable health system reforms. This includes improving the transparency of priority decisions, enhancing the use of economic and equity analysis, and establishing inclusive deliberative processes.

Institutionalisation of Fair choices tool: Embed evidence-informed priority setting as a core function within Ministries of Health through the use of fair choices tool in generating evidences for decision making.

Strengthen Global Networks: Expand partnerships with international health agencies (such as WHO and the World Bank) and leading academic institutions to amplify the project's impact, share best practices, and contribute to a global community of practice.

The project seeks a qualified and motivated Project Coordinator and Fair choice Data Analyst Lead to be based in Dar es Salaam, to support effective coordination, implementation and analysis of project activities at the country level.

1.1.2 TYPE OF EMPLOYMENT

This is a full-time contractual employment for a period of One years.

2.1 PROJECT COORDINATOR II - 1 POST

2.1.1 DUTIES AND RESPONSIBILITIES

- (i) Coordinate day-to-day implementation of the Fair Choices on the Path to Universal Health Coverage (UHC) project at country level;
- (ii) Develop, track, and update project work plans, timelines, and deliverables;
- (iii) Support organization of meetings, workshops, trainings, and stakeholder engagement activities;
- (iv) Facilitate effective communication and coordination between national teams, regional partners, and international collaborators;
- (v) Monitor project progress and contribute to timely technical and donor reporting;
- (vi) Support administrative and financial processes in collaboration with finance and procurement units;
- (vii) Maintain accurate project documentation, records, and correspondence;
- (viii) Support policy engagement, dissemination of research findings, and knowledge translation activities;
- (ix) Liaise with government institutions, academic partners, and other key stakeholders;
- (x) Perform any other duties as assigned to support successful delivery of project Objectives;

2.1.2 QUALIFICATION AND EXPERIENCE

Holder of Bachelor Degree in Doctor of Medicine (MD), Bachelor of Pharmacy, Doctor of Dental Surgery (DDS) and Medical Bachelor of Laboratory Sciences from a recognized reputable university. Proven experience in coordinating health-related research projects.

2.1.3 SALARY:

A competitive remuneration package will be offered to the successful candidate.

3.0 FAIR CHOICE DATA ANALYST - 1 POST

3.1.0 DUTIES AND RESPONSIBILITIES

- (i) Aligning FairChoices with Tanzanian health priorities by updating input parameters and integrating into national planning documents.
- (ii) Conducting economic analyses and research using the FairChoices tool in supporting the implementation of Universal Health Insurance (UHI)
- (iii) Contributing to the institutionalization of Health Technology Assessment (HTA) in health policy formulation, implementation, and operationalization of UHI in Tanzania.
- (iv) Annual/Quarterly review workshops to assess the implementation of Fairchoices, HTA, and UHI strategies.
- (v) Conducting stakeholder engagement forums/workshops to translate technical evidence into policy, using the FairChoices tool.
- (vi) Developing HTA case studies and research to support health benefit package design under UHI through the use of Fairchoices.
- (vii) Performing any other duties or responsibilities related to the Project tasks
- (viii) Implementing Fair Choices modelling and HTA policy translation work in Tanzania
- (ix) Perform any other duties as assigned to support successful delivery of project Objectives

3.1.1 QUALIFICATION AND EXPERIENCE

Holder of Bachelor degree in Economics, Bachelor of Statistics or Bachelor of Biostatistics from a recognized reputable university. Masters in Health economics and Experience in Quantitative research will be an added advantage and least 2 years of experience in research and analysis of health-related projects.

3.1.1 SALARY:

A competitive remuneration package will be offered to the successful candidate.

GENERAL CONDITIONS

- (i) All applicants must be citizens of Tanzania;
- (ii) Tanzania of an age not above 45 years;
- (iii) An applicant with special needs/case (disability) is supposed/advised to indicate for the MUHAS attention;
- (iv) Applicants must attach an up-to-date Curriculum Vitae (CV) including a reliable contact postal address, Post code, email address and telephone numbers;
- (v) Applicants must apply on the strength of the information given in this Advertisement;
- (vi) The title of the position applied for shall be written in the subject of the application letter and marked on the envelope;
- (vii) Applicants must attach relevant copies of the following certificates.
 - (a) Postgraduate/First Degree/Advanced Diploma, Diploma/Certificates.
 - (b) Postgraduate/First Degree/Advanced Diploma, Diploma/Transcripts
 - (c) Form IV and Form VI National Examination Certificates.
 - (d) Computer Certificates where applicable.
 - (e) Professional Certificates from respective councils where applicable.
 - (f) One recent passport size picture and copy of birth certificate.
- (viii) Form IV and Form VI result slips are strictly not accepted.
- (ix) Applicants shall indicate three reputable referees with their reliable contacts.
- (x) Certificates from foreign Countries should be verified by Tanzania Commission for Universities (TCU) – {Degree Level} or National Accreditation Council for Technical Education (NACTE) – {Diploma Level} or National Examination Council of Tanzania (NECTA) – {Secondary Education}.
- (xi) Applicants must consider that their Colleges/Universities are recognized and registered by Government Authorities.
- (xii) Women are highly encouraged to apply.
- (xiii) Only shortlisted candidates will be informed about the date of the interview.
- (xiv) Applicants who have/were retired from the public service for whatever reason should not apply
- (xv) Deadline for receiving Applications, by 12th February, 2026
- (xvi) Presentation of forged certificates and other information will necessitate legal action.

(xvii) NOTE: a signed application letter should be written either in Swahili or English and addressed to The Director of Administration and Human Resource Management Muhimbili University of Health and Allied Science (MUHAS) P.O. Box 65001 Dar es Salaam

(xviii) *All applications must be sent through email address: dhrma@muhas.ac.tz with 1 PDF merged file:*

Only **shortlisted candidates** will be contacted for interviews. Kindly ensure your email and mobile number are well written and active.

Released by:

**VICE CHANCELLOR
MUHIMBILI UNIVERSITY OF HEALTH AND ALLIED SCIENCES (MUHAS)**