The School of St Jude

Work with us!

We're looking for qualified and passionate Officer - IT

Want to work for one of the largest charities of its kind in Africa? Are you a tech-savvy individual with a passion for making a difference? Are you eager to bring your IT expertise to support charitable initiatives in Africa? Does it sound like we're talking about you… then keep reading!

About us

The School of St Jude is a pioneering leader in charitable education within Africa. Every year we give 1,800 students with free, quality education, 100's of graduates with access to higher education and provide more than 20,000 government school students with quality teachers. St Jude's is funded by generous supporters from around the world who make our mission of giving bright, poor Tanzanian students a free, quality education possible.

Who you are

- A detailed-oriented individual with a strong problem-solving mindset
- Excellent communication skills, both verbal and written
- Ability to work under pressure and handle multiple tasks efficiently
- Enthusiastic about staying updated with the latest technology trends and advancements in the IT field
- Ability to learn new technologies and concepts quickly
- Strong customer service, interpersonal, and communication skills
- You go to sleep at night dreaming about optimizing systems and enhancing cybersecurity measures

What you'll do

- Serving as the third point of contact for IT support within the organization
- Perform regular maintenance and troubleshooting of hardware, software and network systems
- Provide technical support to end-users and resolve IT- related issues promptly
- Collaborate with the internal teams to implement IT projects and upgrades
- Monitor and maintain IT security systems and measures
- Assist in planning and implementing IT infrastructure improvements to enhance efficiency and productivity
- Foster positive working relationships with the team members and stakeholders.
- Meet Key Performance Indicators (KPIs) such as project deadlines and quality standards
- Plan and implement strategies to achieve project objectives efficiently
- Ensure effective communication and collaboration throughout the implemented project lifecycle

What we're looking for

- Bachelor's degree in Computer Science, Information Technology, Computer Engineering, or a related field.
- Minimum of 2 – 3 years' experience in IT support or a similar role.
- Proficiency in MS Operating Systems, Linux, Networking Protocols and Troubleshooting, Report Writing, Hardware Troubleshooting, and IT security principles and frameworks.
- Strong analytical and problem-solving skills.
- Proactive and outside-the-box thinker.
- Demonstrates ability to work independently and as part of a team, with a strong commitment to professionalism and confidentiality.
- Strong and fluent English language skill.
- Has a strong passion for technology.
- Has a strong Networking; Computer Software and Hardware Troubleshooting Skills.

Why us

- The opportunity to use your talents and expertise to fight poverty through education and make a positive impact in Tanzania
- Join a flexible and supportive community of international and local employees
- Ample opportunities for career progression and development
- Mid-morning tea and lunch (during working days)

Are you interested?

Send your cover letter, Copy of Original Certificates and an up-to-date Curriculum Vitae to recruitment@schoolofstjude.co.tz (subject line **MUST** include the reference number: **TSOSJ/HR/IT/11/26/01**)

Applications close on **30th November 2026**, **only shortlisted candidates will be contacted.**

DISCLAIMER:

PLEASE BE AWARE OF FRAUDULENT ACTIVITIES IN JOB ADVERTISEMENTS AND RECRUITMENT PROCESS. THE SCHOOL OF ST JUDE DOES NOT REQUEST PAYMENT AT ANY STAGE OF THE RECRUITMENT PROCESS INCLUDING THE OFFER STAGE. ANY PAYMENT REQUESTS SHOULD BE REFUSED AND REPORTED TO LOCAL LAW ENFORCEMENT AUTHORITIES FOR APPROPRIATE ACTION.