



**OFFICE OF THE PRESIDENT  
TEACHING SERVICE COMMISSION  
RECRUITMENT OF TEACHERS FOR THE YEAR 2025**

The Teaching Service Commission is inviting applications from suitably qualified candidates to be employed as Teachers during the 2025 Teacher Recruitment exercise.

Candidates must meet the following **general requirements**:

1. Must be a Zambian National.
2. Must be 18 years and above; applicants over 45 years will be required to show proof of contribution to NAPSA and must demonstrate that they will have contributed for at least 15 years (180 months) by the time they attain the statutory retirement age.
3. Must be registered with the Teaching Council of Zambia.
4. Must be ready to work anywhere in the Country where their services are required for a minimum period of four (4) years before applying for a transfer. (*Kindly note that transfers will ONLY be considered in exceptional cases*).
5. Must have completed professional training.
6. Must attach proof of payment for confirmation of Grade 12 results with the Examinations Council of Zambia.
7. Applicants for Early Childhood Education, Primary School, and Secondary School positions must meet the following specific requirements:

**a. EARLY CHILDHOOD EDUCATION TEACHER**

1. Must have a Grade Twelve (12) School Certificate or a General Certificate of Education (GCE) with Five (5) Credits or better including English; and
2. Must be from an accredited Teacher Training College with a minimum training period of three (3) years for Diploma and two (2) years for Certificate.

**b. PRIMARY SCHOOL TEACHER**

1. Must have a Grade Twelve (12) School Certificate or a General Certificate of Education (GCE) with five (5) Credits or better, including English, Mathematics and a Science Subject (Food & Nutrition, Biology, Physics, Chemistry, Geography, Science and Home Management); and
2. Must be from an accredited Teacher Training College offering Diploma qualification, with a minimum training period of three (3) years.

### **c. SECONDARY SCHOOL TEACHER**

1. Must have a Grade Twelve (12) School Certificate or a General Certificate of Education (GCE) with five (5) Credits or better, including English Language. A **Merit or better** in a Teaching Subject will be an added advantage.
2. Must be from an accredited Teacher Training College or University with a minimum training period of three (3) years for a Diploma and four (4) years for a Degree; and
3. Candidates trained to teach Natural Sciences, Mathematics, Design and Technology, Practical Subjects, ICT, Science or Zambian Languages will be given priority.

### **d. APPLICANTS WITH DISABILITIES**

1. Must have a Grade Twelve School Certificate or General Certificate of Education (GCE) with four (4) Credits or better, including English Language;
2. Must have obtained their qualifications from an accredited Teacher Training College or University with a minimum training period of three (3) years for a Diploma and four (4) years for a Degree;
3. Must be registered with the Teaching Council of Zambia; and
4. Must be registered with the Zambia Agency for Persons with Disabilities (ZAPD) or must have a Certificate of Disability from a Registered Medical Doctor.

### **APPLICATION PROCEDURE**

#### **Applies to all applicants:**

Interested candidates who meet the above requirements should **apply online** as follows

#### **Online application steps:**

**Step 1.** Open [www.teacher.tcz.ac.zm](http://www.teacher.tcz.ac.zm) .

**Step 2.** Click on “teacher login”.

**Step 3.** Enter your TCZ number and password to login.

**Step 4.** After logging in successfully, click on “Job application”.

**Step 5.** Fill in the form and attach required documents in **PDF** (Proof of payment for results, confirmation with the Examinations Council of Zambia (ECZ), and proof of disability for candidates with disabilities).

**Step 6.** Click on apply to submit the application.

**PLEASE NOTE:**

1. Applicants with internet challenges may visit the nearest Post Office to access internet services at a fee.
2. Applicants who are unable to apply online may send their physical application through EMS at the Zambia Postal Services Corporation (ZAMPOST) using the **revised STA form 1**; and **must attach** copies of: - Grade 12 Certificate, Certified Professional Qualifications, NRC, Teaching Council of Zambia Registration Certificate, Proof of payment for results verification with ECZ and proof of disability for candidates with disabilities.
3. The physical applications should be addressed to the District Education Board Secretary's Office, of their preferred District.
4. Applicants should indicate at the back of the envelope, full name, NRC, phone number, sex and category applied for as well as level of qualification. The EMS service has an online tracking system for applicants to track their applications.
5. Persons with disabilities who are unable to apply online can apply directly to the Commission Secretary at the Teaching Service Commission, Lusaka through Zambia Postal Service Corporation, **at no cost**.
6. Other details on the application mode can be obtained from the following websites: the Ministry of Education [www.edu.gov.zm](http://www.edu.gov.zm), and Teaching Council of Zambia [www.teacher.tcz.ac.zm](http://www.teacher.tcz.ac.zm).
7. Applicants will be required to pay a Non-Refundable fee of Ten Kwacha (K10) per applicant for confirmation of school certificate results and attach proof of payment to the application. See payment process below:

**HOW TO PAY THE EXAMINATIONS COUNCIL OF ZAMBIA RESULTS CONFIRMATION FEES**

<b>MTN Mobile Money</b>	<b>Airtel Money</b>	<b>Zamtel Kwacha</b>	<b>SchoolPay Website</b>
Dial *115#	Dial *115#	Dial *115#	Visit <a href="http://www.schoolpay.co.zm">www.schoolpay.co.zm</a>
Select option 3 (Payment)	Select option 4 (Make Payment)	Select option 4 (Make Payment)	Select <b>Pay ECZ</b>
Select option 6 (School Payment)	Select option 7 (School Fees)	Select option 2 (Pay Bill)	Select Preferred Payment Channel
Select option 2 (School Pay) (From School Pay) You will get a message to access Schoolpay "Redirection to Schoolpay"	Select option 1 (School Pay) (From School Pay) You will get a message to access Schoolpay "Redirection to Schoolpay"	Select option 5 (School Payment)	Filter out: "Results Verification Fees"
Select option 2 (Pay ECZ)	Select option 2 (Pay ECZ)	Select option 1 (SchoolPay)	Enter NRC and Search
Select Results Verification Fee	Select Results Verification	Select option 3 (SchoolPay)	Enter Phone Number
Enter NRC (with slashes)	Enter NRC (with slashes)	Select option 2 (Pay ECZ)	Debt Prompt sent to the phone
Verify NRC number and amount to pay	Verify NRC number and amount to pay	Select option 2 (Results Verification)	Authorize transaction with mobile money PIN
Authorize transaction with mobile money PIN <b>SUCCESS</b>	Authorize transaction with mobile money PIN <b>SUCCESS</b>	Enter NRC (with slashes) Authorize transaction with mobile money PIN <b>SUCCESS</b>	<b>SUCCESS</b>

To download the proof of payment, go to the school pay Website: [www.schoolpay.co.zm](http://www.schoolpay.co.zm) and

1. Select Pay ECZ
2. Select Get Receipt
3. Filter to “Results Verification Fees” and enter NRC number then click Search.
4. Download receipt and print.
5. Upload/Attach proof of payment to the application

**The closing date for receiving applications is 27<sup>th</sup> April, 2026.**

**PLEASE NOTE:** Candidates must only apply to one District. Multiple applications **SHALL** lead to disqualification.

***Say no to Corruption! Every applicant has an equal opportunity. Report any form of Corruption in this recruitment process to the ACC on toll free line 5980 (Airtel) or telephone- 211237814.***

Lynette Likando Walubita (Ms.)  
**COMMISSION SECRETARY**  
**TEACHING SERVICE COMMISSION**