

THE UNITED REPUBLIC OF TANZANIA



PRESIDENT'S OFFICE PUBLIC SERVICE RECRUITMENT SECRETARIAT

Ref.No.JA.9/259/01/B/20

11st AUGUST, 2024

VACANCY ANNOUNCEMENT

On behalf of the Tanzania Airport Authority (TAA), National Institute of Transport (NIT), Tanzania Building Agency (TBA) and Tanzania Meteorological Authority (TMA), Tanzania Electrical, Mechanical and Electronics Services Agency (TEMESA), The Tanzania Investment Centre (TIC) Public Service Recruitment Secretariat invites dynamics and suitable qualified Tanzanians to fill two hundred and sixteen (216) vacant posts mentioned below.

1.0 TANZANIA AIRPORT AUTHORITY (TAA)

Tanzania Airport Authority (TAA) is a Government Executive Agency established to operate, manage, maintain and develop Government owned airports with a commercially oriented Management style.

1.1 ASSISTANT AIRCRAFT MARSHALLER - 20 POSTS

1.1.1 DUTIES AND RESPONSIBILITIES

- i. To assist Aircraft Marshaller in marshalling of aircraft activities;
- ii. To collect and record daily statistics on incoming and outgoing flights and passenger Movements;
- iii. To assist in disseminating aircraft movement information to the public address centre and other users;
- iv. To conduct apron inspection and ensure there is no fog, spillage and any obstacles that can endanger aircraft movement and remove any obstacles which will hinder

- the aircraft's maneuvering on the apron;
- v. To inspect aerobridges, automatic optical guidance system, flood lights and unusual pavement condition and report any damage, spillage or un-serviceability;
 - vi. To observe and ensure all apron movements (vehicles, equipment's, staff and passengers) comply with developed safety operating procedures;
 - vii. To report the occurrence of accident or incidents on airside and apron immediately;
 - viii. To direct the pilots on where to park aircraft on the apron and ensure proper parking of aircrafts in their respective parking bays based on their type and size;
 - ix. To assist Marshaller to undertake inspection of AVOP licenses of all drivers and operators on the airside;
 - x. To be in constant contact with Air Traffic Control, ground operations and communicate and disseminate the same to airport users e.g. airline operators, information personnel and management; and
 - xi. To perform other duties as may be assigned by Supervisor.

1.1.2 QUALIFICATION AND EXPERIENCE

Holder of Certificate in Public Administration, Human Resources, Statistics, Accounts, Business Administration/Banking/Commerce majoring in Finance or Accounting or equivalent qualification from a recognized Institution

1.1.3 SALARY SCALE: TAAS 2.1

1.2 CUSTOMER SERVICE OFFICER II - 20 POSTS

1.2.1 DUTIES AND RESPONSIBILITIES

- i. To identify customers and their needs;
- ii. To interact with airport customers to provide them with information and guidance on their inquiries regarding services provided;
- iii. To coordinate with other departments on customer care matters and provide reports daily, weekly, monthly, and annually;
- iv. To provide consistence customer care of the highest standards in accordance with professional ethics in the working environment;
- v. To communicate courteously with customers at all times by telephone, e-mail, letters, face to face etc;

- vi. To facilitate training of other employees in customer care issues and encourage sharing of experience; and
- vii. To perform other duties as may be assigned by supervisor.

1.2.2 QUALIFICATION AND EXPERIENCE

Holder of Bachelor Degree in Commerce/Business Administration (Marketing), Marketing, Mass Communication, Entrepreneurship, Public Relations or equivalent qualifications from a recognized Institution.

1.2.3 SALARY SCALE: TAAS 4.1

1.3 WILDLIFE OFFICER II - 3 POSTS

1.3.1 DUTIES AND RESPONSIBILITIES

- i. To monitor wildlife control operations to ensure the wildlife programme is implemented within the specified standard;
- ii. To collect data in relation to wildlife control at the airport and ensure properly recorded in the log book;
- iii. To maintain wildlife control records relating to unit's log book, bird counts, wild animal counts, bird strike records and reports, wild animals strike, shooting and habitat management;
- iv. To monitor habitat and habitat changes on and around aerodrome, develop counter measures as necessary and make recommendation to Manager Operation;
- v. To advise the Control Tower whenever a potential bird or other animal hazard exists that cannot be contained within reasonable time vis a vis on aircraft movements;
- vi. To ensure adequate use and safe keeping, safe operation and maintenance of all wildlife control equipment and consumables;
- vii. To carry out regular survey of bird and other wildlife concentration and movement within 5n.m of the airport;
- viii. To liaise with wildlife department on wildlife control issues;
- ix. To liaise with farmers and neighboring the airport especially during the active part of the farming circle;
- x. To liaise with municipal/district Environmental Officer regarding waste disposal; and

- xi. To perform any other duties as may be assigned by supervisor.

1.3.2 QUALIFICATION AND EXPERIENCE

Holder of Bachelor Degree in one of the following fields; Wildlife, Management Range Management, Conservation Science, Wildlife Management and Conservation, Wildlife Ecology, Wildlife Management, Zoology Wildlife Ecology or equivalent qualifications from recognized Institution.

1.3.3 SALARY SCALE: TAAS 4.1

1.4 INFORMATION COMMUNICATION TECHNOLOGY OFFICER II (NETWORK ADMINISTRATOR) - 1 POST

1.4.1 DUTIES AND RESPONSIBILITIES

- i. To design, install and configure LAN and WAN infrastructure;
- ii. To review LAN and WAN architecture;
- iii. To test network equipment and devices;
- iv. To implement network security plan, ensure network and systems in terms of confidentiality, integrity and availability;
- v. To develop and implement preventive maintenance plan for the network;
- vi. To monitor and maintain software and hardware for optimal network performance;
- vii. To review and update network configuration plan;
- viii. To analyze network problems, traffic and work out appropriate solutions;
- ix. To evaluate and recommend changes to current and future network requirements to meet needs;
- x. To implement the overall strategic goals of the network system;
- xi. To create and prevent reports regarding LAN and WAN performance;
- xii. To troubleshoot network systems and recommend improvement; and

- xiii. To perform any other duty as may be assigned by supervisor.

1.4.2 QUALIFICATION AND EXPERIENCE

Holder of a Bachelor Degree or Advanced Diploma in one of the following fields; Computer

Science, Computer Engineering, Information Technology, Database Administration, Computer Systems Analysis, Computer Systems Security, Network Administration or equivalent qualifications from a recognized Institution. Relevant professional qualification such as MCITP, DBA, OCP, CISA, and REDHAT is an added advantage.

1.4.3 SALARY SCALE: TAAS 5.1

1.5 INFORMATION COMMUNICATION TECHNOLOGY OFFICER II (SYSTEM ADMINISTRATOR) - 1 POST

1.5.1 DUTIES AND RESPONSIBILITIES

- i. To assist in installing, configuration and supporting new hardware and application software for client/server;
- ii. To cooperate with network administrator and hardware systems sections to establish dependencies;
- iii. To perform maintenance activities, data and system backups and restoration;
- iv. To create and maintain user accounts;
- v. To propose hardware and software requirements;
- vi. To prepare systems and technical documentations;
- vii. To perform quality assurance metrics; and
- viii. To perform any other duty as may be assigned by supervisor.

1.5.2 QUALIFICATION AND EXPERIENCE

Holder of a Bachelor Degree or Advanced Diploma in one of the following fields; Computer Science, Computer Engineering, Information Technology, Database Administration, Computer Systems Analysis, Computer Systems Security, Network Administration or equivalent qualifications from a recognized Institution. Relevant professional qualification such as MCITP, DBA, OCP, CISA, and REDHAT is an added advantage.

1.5.3 SALARY SCALE: TAAS 5.1

1.6 ELECTRICAL ENGINEER II - 2 POSTS

1.6.1 DUTIES AND RESPONSIBILITIES

- i. To oversee the work of lower-level technical support personnel;

- ii. To require broad knowledge of precedence in the specialist area and a solid knowledge of principles and practices of related technical area;
- iii. To require a broad knowledge of the application of engineering to plan and equipment constructability as applied to construction method and materials as well as the economic involved;
- iv. To assign and coordinate works to technician, senior technician, principal technician and graduate engineer or less experience engineer;
- v. To assist in selection of discipline personnel assigned engineering work and projects;
- vi. To require extensive and independent contact with clients, vendor's representatives and project field personnel. Attend and participate in client and airports meetings;
- vii. To provide engineering information by answering questions and requests;
- viii. Maintains product and company reputation by complying with government regulations;
- ix. To keep equipment operational by coordinating maintenance and repair services; following established procedures; requesting special services;
- x. To provide technical direction and on the job training to subordinates; and
- xi. To perform any other duties as may be assigned by supervisor.

1.6.2 QUALIFICATION AND EXPERIENCE

Holder of Bachelor Degree or Advanced Diploma in Electrical Engineering from a recognized Institution. Must be registered by the Engineers Registration Board (ERB) as a Graduate Engineer

1.6.3 SALARY SCALE: TAAS 5.1

1.7 MECHANICAL ENGINEER II - 1 POST

1.7.1 DUTIES AND RESPONSIBILITIES

- i. To assemble and test experimental motor-control devices, switch panels, transformers, generator windings, solenoids and other electrical/electro-mechanical equipment' and components according to engineering data and knowledge of electrical/electro-mechanical principle;

- ii. To coordinate installation, maintenance, repair, overhaul, troubleshooting and modifications and test various types of electrical, and/or electro-mechanical equipment and related devices;
- iii. To discuss, analyze and make recommendations to airport facilities for improvements or modifications as well as providing operations/maintenance instruction to airport staff and stakeholder for project related problem in order to develop solutions;
- iv. To undertake and coordinate periodic inspection of airport infrastructure and facilities to ensure they are in good condition;
- v. To coordinate works/projects and assign works to technician, senior technician, principal technician and graduate engineer or less experience engineer on smaller and less complex projects;
- vi. To prepare and or modify /design of drawings, specification, calculations, charts and graphs, issue drawing packages and make recommendations;
- vii. To prepare and submit accurate annual assessment and product reports by analyzing charts, drawings, tests and other data to plan;
- viii. To summarize information and trends e.g breakdown of spares, materials usage, fast moving materials and parts etc;
- ix. To serve as project engineer and client representative and respond to questions and requests from other airports stakeholders and effectively communicate and coordinate engineering programs, ongoing works and new projects;
- x. To estimate costs for engineering, construction, or extraction projects, and submit to procurement unit;
- xi. To prepare bid documents, participate in bid evaluation, analyze and review bid approvals;
- xii. To organize, monitor, control, test and commission plant or hand over projects using engineering principles and techniques;
- xiii. To establish and coordinate the maintenance and safety procedures service schedule and supply of materials required to maintain machines and equipment in the prescribed condition;
- xiv. To manage, train and develop staff including providing engineering information, technical direction and on the job training; and
- xv. To perform any other duties as may be assigned by supervisor.

1.7.2 QUALIFICATION AND EXPERIENCE

Holder of Bachelor Degree or Advanced Diploma in Mechanical Engineering from a recognized Institution. Must be registered by the Engineers Registration Board (ERB) as a Graduate Engineer

1.7.3 SALARY SCALE: TAAS 5.1

1.8 ELECTRO-MECHANICAL/MECHANICAL TECHNICIAN II - 5 POSTS

1.8.1 DUTIES AND RESPONSIBILITIES

- i. To undertake daily inspection of all airports facilities so as to determine need for service or maintenance;
- ii. To carry out preventative maintenance and fault diagnosis on plant and equipment so as to minimize breakdowns and maintenance costs and improve availability;
- iii. To carry out maintenance work at the Airport equipment and building in an orderly, smooth and regular inspection in accordance with preventive maintenance schedules/programs and liaise with supervisor for modifications, improvements, installations and commissioning work;
- iv. To test various types of electro-mechanical/ mechanical equipment and related devices for conformity to standards and performance;
- v. To assemble and test experimental motor-control devices, switch panels, generator, solenoids, and other electrical equipment and components according to engineering data and knowledge of electrical principles;
- vi. To assists in the purchase of materials and production equipments including sourcing for quotations on costs of new projects;
- vii. To continuously undertake risk identification/originator and report to immediate supervisor and/ or advise management on whether continued operation of equipment could be hazardous;
- viii. To maintain an awareness of and comply with technical and SHE standards, regulations and procedures and ensure that "Safe Systems of Work' are complied with at all times;
- ix. To liaise with other airport users interested in making alterations or

additions to existing structures;

- x. To collect data for planning, maintain and update records whenever necessary;
- xi. To maintain a high standard of proficiency in own skill areas; and
- xii. To perform any other duties as may be assigned supervisor.

1.8.2 QUALIFICATION AND EXPERIENCE

Holder of form IV/VI Secondary School Certificate with Diploma (NTA 6) / Full Technician Certificate (FTC) in Electro Mechanical/Mechanical Engineering. The candidate must be computer literate.

1.8.3 SALARY SCALE: TAAS 3.1

1.9 ASSISTANT AIRPORT SECURITY OFFICER II - 35 POSTS

1.9.1 DUTIES AND RESPONSIBILITIES

- i. To assist in provide screening services to departing passengers, mails and cargo, aircrew/hostesses, flights and visitors at the airport;
- ii. To assist in control movement of people, vehicles and animals in the protected areas;
- iii. To prevent and spot any suspicious of theft and burglary at the airport;
- iv. To ensure security of passengers, aircrew/hostesses, flights and visitors at the airport;
- v. To ensure that passengers adhere to security procedures before boarding or disembarking the plane/flight;
- vi. To report any unattended baggage as per the established SOPs;
- vii. To assist in search of vehicles at security access areas/gates;
- viii. To assist in conduct patrol and general surveillance;
- ix. To assist in escort visitors to security restricted areas; and
- x. To perform any other duties as may be assigned by supervisor.

1.9.2 QUALIFICATION AND EXPERIENCE

Holder of Diploma in one of the following fields, Sociology, Public Administration, Linguistics, Public Relations, International Relations, Business Administration or equivalent qualification

from a recognized Institution.

1.9.3 SALARY SCALE: TAAS 3.1

1.10 AIRPORT ATTENDANT II - 10 POSTS

1.10.1 DUTIES AND RESPONSIBILITIES

- i. To collect statistical data on aircraft movements, passengers and cargo tonnage that passes through the airport accurately and in a timely manner;
- ii. To record aircraft landings and departures accurately;
- iii. To collect revenue where necessary following the approved procedures including landing and parking charges and passenger service charge from ad-hoc flights, and ensure safe custody until it is remitted to the finance office or banked;
- iv. To prepare monthly reports detailing information on the airfield's performance and status;
- v. To ensure cleanliness of air field and protection of the airfield and conducts 24 hours runway inspection before any aircraft landing and takeoff;
- vi. To ensure that grass is cut to approved height and that the general upkeep of the airfield is according to approved standards;
- vii. To monitor community activities regularly to ensure reduction in bird population around the airport and encroachment on airport land;
- viii. To contribute to any community activities that could lead directly or indirectly, to bird control;
- ix. To liaise with aviation security in ensuring safety of the airfield and airport users;
- x. To liaise with district authorities regarding VIP visits and condition of the airport; and
- xi. To perform other duties as may be assigned by Supervisor.

1.10.2 QUALIFICATION AND EXPERIENCE

Holder of Form IV or VI Secondary School Certificate with passes in English and Kiswahili subjects.

1.10.3 SALARY SCALE: TAAS 1.1

2.0 THE NATIONAL INSTITUTE OF TRANSPORT (NIT)

The National Institute of Transport (NIT) was established by the National Institute of Transport Act, No. 24 of 1982 cap 187 Revised Edition 2009 as an Autonomous Higher Learning Institution. It is fully accredited by the National Council for Technical Education (NACTE) with Registration number REG/EOS/009 of 2002.

2.1.1 ASSISTANT LECTURER IN LOGISTICS AND TRANSPORT MANAGEMENT - 4 POSTS

2.1.2 DUTIES AND RESPONSIBILITIES

- i. To teach up to Bachelor Degree (NTA Level 8 or equivalent);
- ii. To prepare learning resources for tutorial exercises;
- iii. To conduct research, seminars and case studies;
- iv. To carry out consultancy and community services;
- v. To supervise students' projects;
- vi. To develop and reviews existing curricula;
- vii. To prepare teaching manual and; and
- viii. To perform any other duties assigned by Supervisor.

2.1.3 QUALIFICATION AND EXPERIENCE

The candidate should possess Master's degree in any of the following specializations; Logistics and Transport Management; International Transport and Logistics Management; International Logistics and Transport Management; Air Transport Management; Rural and Urban Transport Management; Rail Transport Management; or Maritime Logistic and Shipping Management with minimum GPA of not less than 3.8; and Holder of Bachelor degree (NTA Level 8) in Logistics and Transport Management or Road and Rail Transport Management with GPA of not less than 3.5 from recognized Institution.

2.1.4 SALARY SCALE- PHTS 2.1.

2.2 ASSISTANT LECTURER IN MECHANICAL ENGINEERING - 1 POST

2.2.1 DUTIES AND RESPONSIBILITIES

- i. To teach up to Bachelor Degree (NTA Level 8 or equivalent);

- ii. To prepare learning resources for tutorial exercises;
- iii. To conduct research, seminars and case studies;
- iv. To carry out consultancy and community services;
- v. To supervise students' projects;
- vi. To develop and reviews existing curricula;
- vii. To prepare teaching manual and; and
- viii. To perform any other duties assigned by Supervisor.

2.2.2 QUALIFICATION AND EXPERIENCE

The candidate should possess Master's degree in Mechanical Engineering specialization Materials Science and Engineering or Production Engineering with minimum GPA of not less than 3.8; and Holder of Bachelor degree (NTA Level 8) in Mechanical Engineering with GPA of not less than 3.5.

2.2.3 SALARY SCALE- PHTS 2.1.

2.3 ASSISTANT LECTURER IN ROAD AND TRANSPORT MANAGEMENT - 2 POSTS

2.3.1 DUTIES AND RESPONSIBILITIES

- i. To teach up to Bachelor Degree (NTA Level 8 or equivalent);
- ii. To prepare learning resources for tutorial exercises;
- iii. To conduct research, seminars and case studies;
- iv. To carry out consultancy and community services;
- v. To supervise students' projects;
- vi. To develop and reviews existing curricula;
- vii. To prepare teaching manual and; and
- viii. To perform any other duties assigned by Supervisor.

2.3.2 QUALIFICATION AND EXPERIENCE

The candidate should possess Master's degree in any of the following specializations; Logistics and Transport Management; International Transport and Logistics Management; International Logistics and Transport Management; Air Transport Management; Rural and Urban Transport

Management; Rail Transport Management; or Maritime Logistic and Shipping Management with minimum GPA of not less than 3.8; and Holder of Bachelor degree (NTA Level 8) in Logistics and Transport Management or Road and Rail Transport Management with GPA of not less than 3.5 from recognized Institution.

2.3.3 SALARY SCALE- PHTS 2.1.

2.4 ASSISTANT LECTURER IN PROCUREMENT AND LOGISTICS MANAGEMENT - 3 POSTS

2.4.1 DUTIES AND RESPONSIBILITIES

- i. To teach up to Bachelor Degree (NTA Level 8 or equivalent);
- ii. To prepare learning resources for tutorial exercises;
- iii. To conduct research, seminars and case studies;
- iv. To carry out consultancy and community services;
- v. To supervise students' projects;
- vi. To develop and reviews existing curricula;
- vii. To prepare teaching manual and; and
- viii. To perform any other duties assigned by Supervisor.

2.4.2 QUALIFICATION AND EXPERIENCE

The candidate should possess Master's Degree in Procurement and Logistics Management or Procurement and Supply Chain Management with GPA not less than 3.8 and Bachelor Degree in Procurement and Logistics Management or Procurement and Supply Chain Management with GPA not less than 3.5 from a recognized institution.

2.4.3 SALARY SCALE- PHTS 2.1

2.5 ASSISTANT LECTURER IN ACCOUNTING AND TRANSPORT FINANCE - 3 POSTS

2.5.1 DUTIES AND RESPONSIBILITIES

- i. To teach up to Bachelor Degree (NTA Level 8 or equivalent);
- ii. To prepare learning resources for tutorial exercises;
- iii. To conduct research, seminars and case studies;

- iv. To carry out consultancy and community services;
- v. To supervise students' projects;
- vi. To develop and reviews existing curricula;
- vii. To prepare teaching manual and; and
- viii. To perform any other duties assigned by Supervisor.

2.5.2 QUALIFICATION AND EXPERIENCE

The candidate should possess Master Degree in Accounting, Accounting and Finance, Business Administration in Accounting, with a GPA of not less than 3.8 and Bachelor Degree in Accounting and Transport Finance, Accounting and Finance, Accounting with GPA not less than 3.5 from a recognized institution.

2.5.3 SALARY SCALE- PHTS 2.1.

2.6 ASSISTANT LECTURER IN MARKETING AND PUBLIC RELATIONS - 1 POST

2.6.1 DUTIES AND RESPONSIBILITIES

- i. To teach up to Bachelor Degree (NTA Level 8 or equivalent);
- ii. To prepare learning resources for tutorial exercises;
- iii. To conduct research, seminars and case studies;
- iv. To carry out consultancy and community services;
- v. To supervise students' projects;
- vi. To develop and reviews existing curricula;
- vii. To prepare teaching manual and; and
- viii. To perform any other duties assigned by Supervisor.

2.6.2 QUALIFICATION AND EXPERIENCE

The candidate should possess Master's Degree in Marketing and Public Relations or Public Relations and Marketing with GPA not less than 3.8 and Bachelor Degree in Marketing and Public Relations or Public Relations and Marketing with GPA not less than 3.5 from a recognized institution.

2.6.3 SALARY SCALE- PHTS 2.1

2.7 ASSISTANT LECTURER IN HUMAN RESOURCE MANAGEMENT - 1 POST

2.7.1 DUTIES AND RESPONSIBILITIES

- i. To teach up to Bachelor Degree (NTA Level 8 or equivalent);
- ii. To prepare learning resources for tutorial exercises;
- iii. To conduct research, seminars and case studies;
- iv. To carry out consultancy and community services;
- v. To supervise students' projects;
- vi. To develop and reviews existing curricula;
- vii. To prepare teaching manual and; and
- viii. To perform any other duties assigned by Supervisor.

2.7.2 QUALIFICATION AND EXPERIENCE

The candidate should possess Master Degree in Human Resource Management with GPA not less than 3.8 and Bachelor Degree in Human Resource Management with GPA not less than 3.5 from a recognized institution.

2.7.3 SALARY SCALE- PHTS 2.1.

2.8 ASSISTANT LECTURER IN BUSINESS ADMINISTRATION - 2 POSTS

2.8.1 DUTIES AND RESPONSIBILITIES

- i. To teach up to Bachelor Degree (NTA Level 8 or equivalent);
- ii. To prepare learning resources for tutorial exercises;
- iii. To conduct research, seminars and case studies;
- iv. To carry out consultancy and community services;
- v. To supervise students' projects;
- vi. To develop and reviews existing curricula;
- vii. To prepare teaching manual and; and
- viii. To perform any other duties assigned by Supervisor.

2.8.2 QUALIFICATION AND EXPERIENCE

The candidate should possess Master's Degree in Business Administration specializing in

Marketing or Entrepreneurship with G.P.A of not less than 3. 8, and Bachelor Degree in Business Administration specializing in Marketing or Entrepreneurship with G.P.A not less than 3.5 from a recognized institution.

2.8.3 SALARY SCALE- PHTS 2.1.`

2.9 ASSISTANT LECTURER IN RECORDS, ARCHIVES AND INFORMATION

- 1 POST

2.9.1 DUTIES AND RESPONSIBILITIES

- i. To teach up to Bachelor Degree (NTA Level 8 or equivalent);
- ii. To prepare learning resources for tutorial exercises;
- iii. To research, seminars and case studies;
- iv. To carry out consultancy and community services;
- v. To supervise students' projects;
- vi. To develop and reviews existing curricula;
- vii. To prepare teaching manual and; and
- viii. To perform any other duties assigned by Supervisor.

2.9.2 QUALIFICATION AND EXPERIENCE

Holder of Bachelor degree and Master's degree in Records, archives and information management, Record and archive management or Public Administration in Records and archives Management with minimum GPA of 3.8 in masters and less than 3.5 in Bachelor degree from a recognized institution.

2.9.3 SALARY SCALE- PHTS 2.1.

2.10 ASSISTANT LECTURER IN COMPUTER NETWORKING - 3 POSTS

2.10.1 2.10.1 DUTIES AND RESPONSIBILITIES

- i. To teach up to Bachelor Degree (NTA Level 8 or equivalent);
- ii. To prepare learning resources for tutorial exercises;
- iii. To conduct research, seminars and case studies;
- iv. To carry out consultancy and community services;
- v. To supervise students' projects;

- vi. To develop and reviews existing curricula;
- vii. To prepare teaching manual and; and
- viii. To perform any other duties assigned by Supervisor.

2.10.2 2.10.2 QUALIFICATION AND EXPERIENCE

The candidate should possess Master's Degree in Computer Science or Information Technology or Telecommunication or Electronics Science with G.P.A of not less than 3. 8 and Bachelor Degree in Computer Science or Information Technology or Telecommunication or Electronics Science with a G.P.A not less than 3.5 at from a recognized institution.

2.10.3 SALARY SCALE- PHTS 2.1.

2.11 ASSISTANT LECTURER IN INFORMATION SECURITY - 3 POSTS

2.11.1 DUTIES AND RESPONSIBILITIES

- i. To teach up to Bachelor Degree (NTA Level 8 or equivalent);
- ii. To prepare learning resources for tutorial exercises;
- iii. To conduct research, seminars and case studies;
- iv. To carry out consultancy and community services;
- v. To supervise students' projects;
- vi. To develop and reviews existing curricula;
- vii. To prepare teaching manual and; and
- viii. To perform any other duties assigned by Supervisor.

2.11.2 QUALIFICATION AND EXPERIENCE

The candidate should possess Master's Degree in Information Security, Cyber Security, Ethical Hacking, Forensic, Computer Security, Network Security or Data Security with G.P.A of not less than 3.8 and Bachelor Degree in Information Security, Cyber Security, Ethical Hacking, Forensic, Computer Security, Network Security or Data Security with a G.P.A not less than 3.5 at from a recognized institution.

2.11.3 SALARY SCALE- PHTS 2.1.

2.12 ASSISTANT LECTURER IN HIGHWAY/STRUCTURAL ENGINEERING - 1 POST

2.12.1 2.12.1 DUTIES AND RESPONSIBILITIES

- i. To teach up to Bachelor Degree (NTA Level 8 or equivalent);
- ii. To prepare learning resources for tutorial exercises;
- iii. To conduct research, seminars and case studies;
- iv. To carry out consultancy and community services;
- v. To supervise students' projects;
- vi. To develop and reviews existing curricula;
- vii. To prepare teaching manual and; and
- viii. To perform any other duties assigned by Supervisor.

2.12.2 QUALIFICATION AND EXPERIENCE

The candidate should possess Master's degree in Highway Engineering or Structural Engineering with GPA of not less than **3.8** and Bachelor Degree in Civil Engineering with G.P.A of not less than 3.5 from any recognized Institution.

2.12.3 SALARY SCALE- PHTS 2.1.

2.13 ASSISTANT LECTURER IN RAILWAY SIGNALLING AND TELECOMMUNICATION ENGINEERING - 1 POST

2.13.1 DUTIES AND RESPONSIBILITIES

- i. To teach up to Bachelor Degree (NTA Level 8 or equivalent);
- ii. To prepare learning resources for tutorial exercises;
- iii. To conduct research, seminars and case studies;
- iv. To carry out consultancy and community services;
- v. To supervise students' projects;
- vi. To develop and reviews existing curricula;
- vii. To prepare teaching manual and; and
- viii. To perform any other duties assigned by Supervisor.

2.13.2 QUALIFICATION AND EXPERIENCE

The candidate should possess Master's degree in Telecommunication Engineering with GPA not less than 3.8 and Bachelor Degree in Electronics and Telecommunication Engineering with a GPA not less than 3.5 from a recognized institution.

2.13.3 SALARY SCALE- PHTS 2.1.

2.14 ASSISTANT LECTURER IN ELECTRICAL ENGINEERING - 1 POST

2.14.1 DUTIES AND RESPONSIBILITIES

- i. To teach up to Bachelor Degree (NTA Level 8 or equivalent);
- ii. To prepare learning resources for tutorial exercises;
- iii. To conduct research, seminars and case studies;
- iv. To carry out consultancy and community services;
- v. To supervise students' projects;
- vi. To develop and reviews existing curricula;
- vii. To prepare teaching manual and; and
- viii. To performs any other duties assigned by Supervisor.

2.14.2 QUALIFICATION AND EXPERIENCE

The candidate should possess Master's degree in Electrical Engineering or Electrical and Electronics Engineering with GPA of not less than 3.8 and Bachelor Degree in Electrical Engineering with G.P.A of not less than 3.5 from any recognized Institution.

2.14.3 SALARY SCALE- PHTS 2.1.

2.15 ASSISTANT LECTURER IN MARITIME LAW - 1 POST

2.15.1 DUTIES AND RESPONSIBILITIES

- i. To teach up to Bachelor Degree (NTA Level 8 or equivalent);
- ii. To prepare learning resources for tutorial exercises;
- iii. To conduct research, seminars and case studies;
- iv. To carry out consultancy and community services;
- v. To supervise students' projects;
- vi. To develop and reviews existing curricula;
- vii. To prepare teaching manual and; and

- viii. To perform any other duties assigned by Supervisor.

2.15.2 QUALIFICATION AND EXPERIENCE

The candidate should possess Master's Degree in Law specializing in Maritime Law OR International Maritime Law with G.P.A of not less than 3.8 and Bachelor Degree in Law with a G.P.A not less than 3.5 from a recognized institution.

2.15.3 SALARY SCALE- PHTS 2.1.

2.16 ASSISTANT LECTURER IN INTERNATIONAL LAW - 1 POST

2.16.1 DUTIES AND RESPONSIBILITIES

- i. To teach up to Bachelor Degree (NTA Level 8 or equivalent);
- ii. To prepare learning resources for tutorial exercises;
- iii. To conduct research, seminars and case studies;
- iv. To carry out consultancy and community services;
- v. To supervise students' projects;
- vi. To develop and reviews existing curricula;
- vii. To prepare teaching manual and; and
- viii. To perform any other duties assigned by Supervisor.

2.16.2 QUALIFICATION AND EXPERIENCE

The candidate should possess Master's Degree in Law specializing in International Law OR International Maritime Law with G.P.A not less than 3.8 and Bachelor Degree in Law with a G.P.A not less than 3.5 from a recognized institution.

2.16.3 SALARY SCALE- PHTS 2.1.

2.17 ASSISTANT LECTURER IN BUSINESS LAW - 1 POST

2.17.1 DUTIES AND RESPONSIBILITIES

- i. To teach up to Bachelor Degree (NTA Level 8 or equivalent);
- ii. To prepare learning resources for tutorial exercises;
- iii. To conduct research, seminars and case studies;
- iv. To carry out consultancy and community services;
- v. To supervise students' projects;

- vi. To develop and reviews existing curricula;
- vii. To prepare teaching manual and; and
- viii. To perform any other duties assigned by Supervisor.

2.17.2 QUALIFICATION AND EXPERIENCE

The candidate should possess Master's Degree in Law specializing in Corporate and Commercial Relations with G.P.A not less than 3.8 and Bachelor Degree in Law with a G.P.A not less than 3.5 from a recognized institution.

2.17.3 SALARY SCALE- PHTS 2.1.

18.1 ASSISTANT LECTURER IN DEVELOPMENT STUDIES - 2 POSTS

18.1.1 DUTIES AND RESPONSIBILITIES

- i. To teach up to Bachelor Degree (NTA Level 8 or equivalent);
- ii. To prepare learning resources for tutorial exercises;
- iii. To conduct research, seminars and case studies;
- iv. To carry out consultancy and community services;
- v. To supervise students' projects;
- vi. To develop and reviews existing curricula;
- vii. To prepare teaching manual and; and
- viii. To perform any other duties assigned by Supervisor.

18.1.2 QUALIFICATION AND EXPERIENCE

The candidate should possess Master's Degree in Development Studies or Development management with GPA not less than 3.8 and Bachelor Degree of Arts in Heritage Management, Development Studies, Tourism and cultural heritage, Sociology or Education with GPA not less than 3.5 from any recognized Institution.

18.1.3 SALARY SCALE- PHTS 2.1.

2.19 ASSISTANT LECTURER IN NAVAL ARCHITECTURE AND MARINE ENGINEERING - 1 POST

2.19.1 DUTIES AND RESPONSIBILITIES

- i. To teach up to Bachelor Degree (NTA Level 8 or equivalent);

- ii. To prepare learning resources for tutorial exercises;
- iii. To conduct research, seminars and case studies;
- iv. To carry out consultancy and community services;
- v. To supervise students' projects;
- vi. To develop and reviews existing curricula;
- vii. To prepare teaching manual and; and
- viii. To perform any other duties assigned by Supervisor.

2.19.2 QUALIFICATION AND EXPERIENCE

The candidates should possess Master of Science in ship Operations and Naval Engineering, Naval Architecture and Marine Engineering, Naval Architecture (Offshore Structures), Ocean Engineering, Hydrodynamics, or Marine Engineering with a minimum GPA not less than 3.8; and Bachelor's degree (NTA Level 8) in Marine Engineering Technology or Naval Architecture and Marine Engineering with a GPA not less than 3.5 from a recognized institution.

Knowledge of running CFD simulations and analyses, applying Finite Element methods for structural analysis, and utilizing workstations for naval architecture and modeling and proficiency with software such as Ansys, Rhinoceros, MATLAB, Maxsurf, and Star CCM+ will have an added advantage.

2.19.3 SALARY SCALE- PHTS 2.1.

2.20 ASSISTANT LECTURER IN CUSTOMS MANAGEMENT - 1 POST

2.20.1 DUTIES AND RESPONSIBILITIES

- i. To teach up to Bachelor Degree (NTA Level 8 or equivalent);
- ii. To prepare learning resources for tutorial exercises;
- iii. To conduct research, seminars and case studies;
- iv. To carry out consultancy and community services;
- v. To supervise students' projects;
- vi. To develop and reviews existing curricula;
- vii. To prepare teaching manual and; and
- viii. To perform any other duties assigned by Supervisor.

2.20.2 QUALIFICATION AND EXPERIENCE

The candidate should possess a Master's degree in any of the following specializations: Customs Administration, Shipping and Port Management, Shipping Economics and Logistics with GPA of not less than 3.8 and Holder of a Bachelor's degree (NTA Level 8) in Customs Administration, Shipping and Port Management, Shipping Economics and Logistics with GPA of not less than 3.5 from a recognized Institution. Possession of professional certificate issued by the Chartered Institute of Shipbrokers or the chartered Institute of Export and International Trade or the Chartered Institute of Marine, Port and Terminal Management is an added advantage.

2.20.3 SALARY SCALE- PHTS 2.1.

2.21 ASSISTANT LECTURER IN PORT MANAGEMENT - 1 POST

2.21.1 DUTIES AND RESPONSIBILITIES

- i. To teach up to Bachelor Degree (NTA Level 8 or equivalent);
- ii. To prepare learning resources for tutorial exercises;
- iii. To conduct research, seminars and case studies;
- iv. To carry out consultancy and community services;
- v. To supervise students' projects;
- vi. To develop and reviews existing curricula;
- vii. To prepare teaching manual and; and
- viii. To perform any other duties assigned by Supervisor.

2.21.2 QUALIFICATION AND EXPERIENCE

The candidate should possess a Master's degree in any of the following specializations: Port Management, Shipping and Port Management, Maritime Affairs, International Logistics and Port Management with GPA of not less than 3.8 and Bachelor's degree in Port Management, Shipping and Port Management, Maritime Affairs, International Logistics and Port Management with GPA of not less than 3.5 from a recognized Institution. Possession of professional certificate issued by the Chartered Institute of Shipbrokers or the chartered Institute of Export and International Trade or the Chartered Institute of Marine, Port and Terminal Management is an added advantage.

2.21.3 SALARY SCALE- PHTS 2.1.

2.22 TUTORIAL ASSISTANT IN ROAD AND RAILWAY TRANSPORT MANAGEMENT - 3 POSTS

2.22.1 DUTIES AND RESPONSIBILITIES

- i. To teach up to NTA level 6 (Ordinary Diploma);
- ii. To prepare learning resources for tutorial and practical exercises;
- iii. To assist in conducting research under close supervision;
- iv. To conduct assessments for students up to NTA Level 6;
- v. To assist in conducting tutorial for Bachelor Degree students under close supervision;
- vi. To carry out consultancy and community services under close supervision;
and
- vii. To perform any other duties assigned by Supervisor.

2.22.2 QUALIFICATION AND EXPERIENCE

Holder of Bachelor Degree in Logistics and Transport Management or Road and Railway Transport Management with GPA not less than 3.5 from any recognized Institution.

2.22.3 SALARY SCALE- PHTS 1.1.

2.23 TUTORIAL ASSISTANT IN MECHANICAL ENGINEERING - 1 POST

2.23.1 DUTIES AND RESPONSIBILITIES

- i. To teach up to NTA level 6 (Ordinary Diploma);
- ii. To prepare learning resources for tutorial and practical exercises;
- iii. To assist in conducting research under close supervision;
- iv. To conduct assessments for students up to NTA Level 6;
- v. To assist in conducting tutorial for Bachelor Degree students under close supervision;
- vi. To carry out consultancy and community services under close supervision; and
- vii. To perform any other duties assigned by Supervisor.

2.23.2 QUALIFICATION AND EXPERIENCE

Holder of Bachelor Degree in Mechanical Engineering with GPA not less than 3.5 from any recognized institution.

2.23.3 SALARY SCALE- PHTS 1.1.

2.24 TUTORIAL ASSISTANT IN AUTOMOBILE ENGINEERING - 1 POST

2.24.1 DUTIES AND RESPONSIBILITIES

- i. To teach up to NTA level 6 (Ordinary Diploma);
- ii. To prepare learning resources for tutorial and practical exercises;
- iii. To assist in conducting research under close supervision;
- iv. To conduct assessments for students up to NTA Level 6;
- v. To assist in conducting tutorial for Bachelor Degree students under close supervision;
- vi. To carry out consultancy and community services under close supervision; and
- vii. To perform any other duties assigned by Supervisor.

2.24.2 QUALIFICATION AND EXPERIENCE

Holder of Bachelor Degree in Automobile Engineering with GPA not less than 3.5 from any recognized institution.

2.24.3 SALARY SCALE- PHTS 1.1.

2.25 TUTORIAL ASSISTANT IN RAILWAY ENGINEERING - 1 POST

2.25.1 DUTIES AND RESPONSIBILITIES

- i. To teach up to NTA level 6 (Ordinary Diploma);
- ii. To prepare learning resources for tutorial and practical exercises;
- iii. To assist in conducting research under close supervision;
- iv. To conduct assessments for students up to NTA Level 6;
- v. To assist in conducting tutorial for Bachelor Degree students under close supervision;
- vi. To carry out consultancy and community services under close supervision; and
- vii. To perform any other duties assigned by Supervisor.

2.25.2 QUALIFICATION AND EXPERIENCE

- Holder of Bachelor Degree in Civil Engineering with GPA not less than 3.5 from any recognized institution.

2.25.3 SALARY SCALE- PHTS 1.1.

2.26 TUTORIAL ASSISTANT IN CIVIL ENGINEERING - 1 POST

2.26.1 DUTIES AND RESPONSIBILITIES

- i. To teach up to NTA level 6 (Ordinary Diploma);
- ii. To prepare learning resources for tutorial and practical exercises;
- iii. To assist in conducting research under close supervision;
- iv. To conduct assessments for students up to NTA Level 6;
- v. To assist in conducting tutorial for Bachelor Degree students under close supervision;
- vi. To carry out consultancy and community services under close supervision; and
- vii. To perform any other duties assigned by Supervisor.

2.26.2 QUALIFICATION AND EXPERIENCE

Holder of Bachelor Degree in Civil Engineering with GPA not less than 3.5 from any recognized institution.

2.26.3 SALARY SCALE- PHTS 1.1.

2.27 TUTORIAL ASSISTANT IN RAILWAY POWER TRACTION - 1 POST

2.27.1 DUTIES AND RESPONSIBILITIES

- i. To teach up to NTA level 6 (Ordinary Diploma);
- ii. To prepare learning resources for tutorial and practical exercises;
- iii. To assist in conducting research under close supervision;
- iv. To conduct assessments for students up to NTA Level 6;
- v. To assist in conducting tutorial for Bachelor Degree students under close supervision;
- vi. To carry out consultancy and community services under close supervision;
- vii. To perform any other duties assigned by Supervisor.

2.27.2 QUALIFICATION AND EXPERIENCE

Holder of Bachelor Degree in Railway Electrification, Electrical Engineering or Electrical and Electronics Engineering with not less than 3.5 from any recognized institution.

2.27.3 SALARY SCALE- PHTS 1.1.

**2.28 TUTORIAL ASSISTANT IN ELECTRICAL POWER ENGINEERING -
1 POST**

2.28.1 DUTIES AND RESPONSIBILITIES

- i. To teach up to NTA level 6 (Ordinary Diploma);
- ii. To prepare learning resources for tutorial and practical exercises;
- iii. To assist in conducting research under close supervision;
- iv. To conduct assessments for students up to NTA Level 6;
- v. To assist in conducting tutorial for Bachelor Degree students under close supervision;
- vi. To carry out consultancy and community services under close supervision; and
- vii. To perform any other duties assigned by Supervisor.

2.28.2 QUALIFICATION AND EXPERIENCE

Holder of Bachelor Degree in Railway Electrification, Electrical Engineering or Electrical and Electronics Engineering with not less than 3.5 from any recognized institution.

2.28.3 SALARY SCALE- PHTS 1.1.

**2.29 TUTORIAL ASSISTANT IN TELECOMMUNICATION ENGINEERING -
1 POST**

2.29.1 DUTIES AND RESPONSIBILITIES

- i. To teach up to NTA level 6 (Ordinary Diploma);
- ii. To prepare learning resources for tutorial and practical exercises;
- iii. To assist in conducting research under close supervision;
- iv. To conduct assessments for students up to NTA Level 6;
- v. To assist in conducting tutorial for Bachelor Degree students under close supervision;
- vi. To carry out consultancy and community services under close supervision; and
- vii. To perform any other duties assigned by Supervisor.

2.29.2 QUALIFICATION AND EXPERIENCE

Holder of Bachelor Degree in Telecommunication Engineering, Electronics and Telecommunication Engineering, Electronics and Communication Engineering with GPA not less than 3.5 from any recognized Institution.

2.29.3 SALARY SCALE- PHTS 1.1.

2.30 TUTORIAL ASSISTANT IN PIPELINES WORKS - 1 POST

2.30.1 DUTIES AND RESPONSIBILITIES

- i. To teach up to NTA level 6 (Ordinary Diploma);
- ii. To prepare learning resources for tutorial and practical exercises;
- iii. To assist in conducting research under close supervision;
- iv. To conduct assessments for students up to NTA Level 6;
- v. To assist in conducting tutorial for Bachelor Degree students under close supervision;
- vi. To carry out consultancy and community services under close supervision;
- vii. To perform any other duties assigned by Supervisor.

2.30.2 QUALIFICATION AND EXPERIENCE

Holder of Bachelor Degree (NTA Level 8) in one of the following fields; Petroleum Engineering, Oil and Gas Engineering, and Petroleum geology with GPA not less than 3.5 from any recognized Institution. Possession of certificate of competence in pipeline is an added advantage.

2.30.3 SALARY SCALE- PHTS 1.1.

2.31 TUTORIAL ASSISTANT IN SHIP BUILDING - 1 POST

2.31.1 DUTIES AND RESPONSIBILITIES

- i. To teach up to NTA level 6 (Ordinary Diploma);
- ii. To prepare learning resources for tutorial and practical exercises;
- iii. To assist in conducting research under close supervision;
- iv. To conduct assessments for students up to NTA Level 6;
- v. To assist in conducting tutorial for Bachelor Degree students under close supervision;
- vi. To carry out consultancy and community services under close supervision; and
- vii. To perform any other duties assigned by Supervisor.

2.31.2 QUALIFICATION AND EXPERIENCE

Holder of Bachelor Degree (NTA Level 8) in Marine Engineering Technology, Naval Architecture and marine Engineering with GPA not less than 3.5 from any recognized Institution

2.31.3 SALARY SCALE- PHTS 1.1.

2.32 TUTORIAL ASSISTANT IN FREIGHT CLEARING AND FORWARDING

- 1 POST

2.32.1 DUTIES AND RESPONSIBILITIES

- i. To teach up to NTA level 6 (Ordinary Diploma);
- ii. To prepare learning resources for tutorial and practical exercises;
- iii. To assist in conducting research under close supervision;
- iv. To conduct assessments for students up to NTA Level 6;
- v. To assist in conducting tutorial for Bachelor Degree students under close supervision;
- vi. To carry out consultancy and community services under close supervision;
- vii. To perform any other duties assigned by Supervisor.

2.32.2 QUALIFICATION AND EXPERIENCE

Holder of Bachelor's Degree (NTA Level 8) in Freight Clearing and Forwarding, Customs Management, shipping and Port Logistics Management, International Logistics and Customs Management with a GPA of not less than 3.5 from a recognized Institution. Possession of professional certificate issued by the Chartered Institute of Shipbrokers or the chartered Institute of Export and International Trade or the Chartered Institute of Marine, Port and Terminal Management is added advantage.

2.32.3 SALARY SCALE- PHTS 1.1.

2.33 TUTORIAL ASSISTANT IN SHIPPING MANAGEMENT - 1 POST

2.33.1 DUTIES AND RESPONSIBILITIES

- i. To teach up to NTA level 6 (Ordinary Diploma);
- ii. To prepare learning resources for tutorial and practical exercises;
- iii. To assist in conducting research under close supervision;
- iv. To conduct assessments for students up to NTA Level 6;
- v. To assist in conducting tutorial for Bachelor Degree students under close supervision;
- vi. To carry out consultancy and community services under close supervision;
and
- vii. To perform any other duties assigned by Supervisor.

2.33.2 QUALIFICATION AND EXPERIENCE

Holder of Bachelor's Degree (NTA Level 8) in Shipping and Port Logistics Management or Shipping and Logistics Management with a GPA of not less than 3.5 from a recognized Institution. Possession of professional certificate issued by Chartered Institute of Shipbrokers or Institute of Export and International Trade or Chartered Institute of Marine, Port and Terminal Management is added advantage.

2.33.3 SALARY SCALE- PHTS 1.1.

2.34 TUTORIAL ASSISTANT IN PORT MANAGEMENT - 1 POST

2.34.1 DUTIES AND RESPONSIBILITIES

- i. To teach up to NTA level 6 (Ordinary Diploma);
- ii. To prepare learning resources for tutorial and practical exercises;
- iii. To assist in conducting research under close supervision;
- iv. To conduct assessments for students up to NTA Level 6;
- v. To assist in conducting tutorial for Bachelor Degree students under close supervision;
- vi. To carry out consultancy and community services under close supervision;
- vii. To perform any other duties assigned by Supervisor.

2.34.2 QUALIFICATION AND EXPERIENCE

Holder of Bachelor's Degree (NTA Level 8) in Shipping and Port Logistics Management or Shipping and Logistics Management with a GPA of not less than 3.5 from a recognized Institution. Possession of professional certificate issued by Chartered Institute of Shipbrokers or Institute of Export and International Trade or Chartered Institute of Marine, Port and Terminal Management is added advantage.

2.34.3 SALARY SCALE- PHTS 1.1.

2.35 TUTOR/ INSTRUCTOR II IN MATERIALS TECHNOLOGY - 1 POST

2.35.1 DUTIES AND RESPONSIBILITIES

- i. To teach up to NTA Level 6 (Ordinary Diploma) and may assist teaching in higher NTA Levels;
- ii. To conduct tutorials for NTA 7;
- iii. To assist in carrying out Research, Consultancy and works;

- iv. To assists in administering examinations for NTA Level 6 Students;
- v. To Prepare learning resources;
- vi. To assists in supervising field training;
- vii. To supervise and assists Junior Staff; and
- viii. To performs any other duties as assigned by Supervisor.

2.35.2 QUALIFICATION AND EXPERIENCE

Holder of Bachelor Degree in Mechanical Engineering (NTA Level 8) with a GPA of not less than 3.5 from any recognized Institution.

2.35.3 SALARY SCALE- PTSS 10.1.

2.36 TUTOR/INSTRUCTOR II IN HYDRAULIC AND PNEUMATIC SYSTEMS - 1 POST

2.36.1 DUTIES AND RESPONSIBILITIES

- i. To teach up to NTA Level 6 (Ordinary Diploma) and may assist teaching in higher NTA Levels;
- ii. To conduct tutorials for NTA 7;
- iii. To assist in carrying out Research, Consultancy and works;
- iv. To assists in administering examinations for NTA Level 6 Students;
- v. To Prepare learning resources;
- vi. To assists in supervising field training;
- vii. To supervise and assists Junior Staff; and
- viii. To performs any other duties as assigned by Supervisor.

2.36.2 QUALIFICATION AND EXPERIENCE

Holder of Bachelor Degree in Mechanical Engineering (NTA Level 8) with a GPA of not less than 3.5 from any recognized Institution.

2.36.3 SALARY SCALE- PTSS 10.1.

2.37 TUTOR/ INSTRUCTOR II IN FOUNDRY TECHNOLOGY - 1 POST

2.37.1 DUTIES AND RESPONSIBILITIES

- i. To teach up to NTA Level 6 (Ordinary Diploma) and may assist

- teaching in higher NTA Levels;
- ii. To conduct tutorials for NTA 7;
- iii. To assist in carrying out Research, Consultancy and works;
- iv. To assists in administering examinations for NTA Level 6 Students;
- v. To prepare learning resources;
- vi. To assists in supervising field training;
- vii. To supervise and assists Junior Staff; and
- viii. To performs any other duties as assigned by Supervisor.

2.37.2 QUALIFICATION AND EXPERIENCE

Holder of Bachelor Degree in Mechanical Engineering (NTA Level 8) with a GPA of not less than 3.5 from any recognized Institution.

2.37.3 SALARY SCALE- PTSS 10.1.

2.38 TUTOR/ INSTRUCTOR II IN AUTOMOBILE ENGINEERING - 2 POSTS

2.38.1 DUTIES AND RESPONSIBILITIES

- i. To teach up to NTA Level 6 (Ordinary Diploma) and may assist teaching in higher NTA Levels;
- ii. To conduct tutorials for NTA 7;
- iii. To assist in carrying out Research, Consultancy and works;
- iv. To assists in administering examinations for NTA Level 6 Students;
- v. To prepare learning resources;
- vi. To assists in supervising field training;
- vii. To supervise and assists Junior Staff; and
- viii. To performs any other duties as assigned by Supervisor.

2.38.2 QUALIFICATION AND EXPERIENCE

Holder of Bachelor Degree in Automobile or Automotive Engineering (NTA Level 8) with a GPA of not less than 3.5 from any recognized Institution.

2.38.3 SALARY SCALE- PTSS 10.1.

2.39 TUTOR/INSTRUCTOR II IN AIR CONDITIONING AND REFRIGERATION - 1 POST

2.39.1 DUTIES AND RESPONSIBILITIES

- i. To teach up to NTA Level 6 (Ordinary Diploma) and may assist teaching in higher NTA Levels;
- ii. To conduct tutorials for NTA 7;
- iii. To assist in carrying out Research, Consultancy and works;
- iv. To assists in administering examinations for NTA Level 6 Students;
- v. To Prepare learning resources;
- vi. To assists in supervising field training;
- vii. To supervise and assists Junior Staff; and
- viii. To performs any other duties as assigned by Supervisor.

2.39.2 QUALIFICATION AND EXPERIENCE

Holder of Bachelor Degree in Mechanical Engineering (NTA Level 8) with a GPA of not less than 3.5 from any recognized Institution.

2.39.3 SALARY SCALE- PTSS 10.1.

2.40 TUTOR II IN STRUCTURAL ENGINEERING - 1 POST

2.40.1 DUTIES AND RESPONSIBILITIES

- i. To teach up to NTA Level 6 (Ordinary Diploma);
- ii. To assist in conducting tutorial and practical exercises under close supervision;
- iii. To prepare learning resources for tutorial and practical exercises;
- iv. To assist in conducting research under close supervision;
- v. To conduct assessments for students up to NTA Level 6;
- vi. To carry out consultancy and community services under close supervision; and
- vii. To perform any other duties assigned by Supervisor.

2.40.2 QUALIFICATION AND EXPERIENCE

Holder of Bachelor Degree in Civil Engineering (NTA Level 8) with a GPA of not less than 3.5 from any recognized Institution.

2.40.3 SALARY SCALE- PTSS 10.1.

2.41 TUTOR II IN CIVIL/HIGHWAY ENGINEERING - 1 POST

2.41.1 DUTIES AND RESPONSIBILITIES

- i. To teach up to NTA Level 6 (Ordinary Diploma);
- ii. To assist in conducting tutorial and practical exercises under close supervision;
- iii. To prepare learning resources for tutorial and practical exercises;
- iv. To assist in conducting research under close supervision;
- v. To conduct assessments for students up to NTA Level 6;
- vi. To carry out consultancy and community services under close supervision; and
- vii. To perform any other duties assigned by Supervisor.

2.41.2 QUALIFICATION AND EXPERIENCE

Holder of Bachelor Degree in Civil Engineering (NTA Level 8) with a GPA of not less than 3.5 from any recognized Institution.

2.41.3 SALARY SCALE- PTSS 10.1.

2.42 TUTOR II IN RAILWAY ENGINEERING - 1 POST

2.42.1 DUTIES AND RESPONSIBILITIES

- i. To teach up to NTA Level 6 (Ordinary Diploma);
- ii. To assist in conducting tutorial and practical exercises under close supervision;
- iii. To prepare learning resources for tutorial and practical exercises;
- iv. To assist in conducting research under close supervision;
- v. To conduct assessments for students up to NTA Level 6;
- vi. To carry out consultancy and community services under close supervision; and
- vii. To perform any other duties assigned by Supervisor.

2.42.2 QUALIFICATION AND EXPERIENCE

Holder of Bachelor Degree in Civil Engineering (NTA Level 8) with a GPA of not less than 3.5 from any recognized Institution.

2.42.3 SALARY SCALE- PTSS 10.1.

2.43 TUTOR II IN NETWORK ENGINEERING - 1 POST

2.43.1 DUTIES AND RESPONSIBILITIES

- i. To teach up to NTA Level 6 (Ordinary Diploma);
- ii. To assist in conducting tutorial and practical exercises under close supervision;
- iii. To prepare learning resources for tutorial and practical exercises;
- iv. To assist in conducting research under close supervision;

- v. To conduct assessments for students up to NTA Level 6;
- vi. To carry out consultancy and community services under close supervision; and
- vii. To perform any other duties assigned by Supervisor.

2.43.2 QUALIFICATION AND EXPERIENCE

Holder of Bachelor Degree in Telecommunication Engineering, Electronics and Telecommunication, Electronic and Communication Engineering with GPA not less than 3.5 from a recognized institution. Experience in Control Engineering will be an added Advantage.

2.43.3 SALARY SCALE- PTSS 10.1.

2.44 TUTOR II IN SHIP BUILDING - 4 POSTS

2.44.1 DUTIES AND RESPONSIBILITIES

- i. To assist in Practical Skills Training;
- ii. To deliver classroom instruction;
- iii. To develop curriculum;
- iv. To ascertain compliance with safety requirements at all times during training;
- v. To develop and review training programmes;
- vi. To conduct examinations and submits results;
- vii. To assist in undertaking research;
- viii. To support conduction of research and consultancy works;
- ix. To provide on the job training to junior staff; and
- x. To perform any other duties as may be assigned by a Supervisor.

2.44.2 QUALIFICATION AND EXPERIENCE

Holder of Bachelor Degree in one of the following fields; Marine Engineering Technology, Naval Architecture and marine Engineering, Marine and Mechanical Engineering with a GPA of not less than 3.5 from any recognized Institution. Possession of certificate of officer in charge of navigation watch is an added advantage.

2.44.3 SALARY SCALE- PTSS 10.1.

2.45 TUTOR II IN INSTRUMENTATION AND AUTOMATION - 2 POSTS

2.45.1 DUTIES AND RESPONSIBILITIES

- i. To teach up to NTA Level 6 (Ordinary Diploma);
- ii. To assist in conducting tutorial and practical exercises for students under close supervision;

- iii. To prepare learning resources for tutorial and practical exercises;
- iv. To assist in conducting research under close supervision;
- v. To carry out consultancy and community services under close supervision; and
- vi. To perform any other duties assigned by Supervisor.

2.45.2 QUALIFICATION AND EXPERIENCE

Holder of Bachelor Degree (NTA Level 8) in Electrical/Electrical and Electronics Engineering or control Engineering with GPA of 3.5 from any recognized institution.

2.45.3 SALARY SCALE- PTSS 10.1.

2.46 TUTOR II IN RAILWAY POWER TRACTION - 1 POST

2.46.1 DUTIES AND RESPONSIBILITIES

- i. To teach up to NTA Level 6 (Ordinary Diploma);
- ii. To assist in conducting tutorial and practical exercises for students under close supervision;
- iii. To prepare learning resources for tutorial and practical exercises;
- iv. To assist in conducting research under close supervision;
- v. To carry out consultancy and community services under close supervision;
- vi. To perform any other duties assigned by Supervisor.

2.46.2 QUALIFICATION AND EXPERIENCE

Holder of Bachelor Degree (NTA Level 8) in Railway Electrification, Electrical or Electrical and Electronics Engineering or related fields with GPA of 3.5 from any recognized institution.

2.46.3 SALARY SCALE- PTSS 10.1.

2.47 TUTOR II IN SIGNALLING AND TELECOMMUNICATION ENGINEERING

- 1 POST

2.47.1 DUTIES AND RESPONSIBILITIES

- i. To assist in Practical Skills Training;
- ii. To deliver classroom instruction;
- iii. To develop curriculum;
- iv. To ascertain compliance with safety requirements at all times during training;
- v. To develop and review training programmes;
- vi. To conduct examinations and submits results;

- vii. To assist in undertaking research;
- viii. To support conduction of research and consultancy works;
- ix. To provide on the job training to junior staff; and
- x. To perform any other duties as may be assigned by a Supervisor.

2.47.2 QUALIFICATION AND EXPERIENCE

Holder of Bachelor Degree in Railway Signalling, Electronics, and Telecommunication Engineering with a GPA of not less than 3.5 from any recognized Institutions.

2.47.3 SALARY SCALE- PTSS 10.1.

2.48 TUTOR II IN ELECTRONICS AND TELECOMMUNICATION ENGINEERING - 1 POST

2.48.1 DUTIES AND RESPONSIBILITIES

- i. To assist in Practical Skills Training;
- ii. To deliver classroom instruction;
- iii. To develop curriculum;
- iv. To ascertain compliance with safety requirements at all times during training;
- v. To develop and review training programmes;
- vi. To conduct examinations and submits results;
- vii. To assist in undertaking research;
- viii. To support conduction of research and consultancy works;
- ix. To provide on the job training to junior staff; and
- x. To perform any other duties as may be assigned by a Supervisor.

2.48.2 QUALIFICATION AND EXPERIENCE

Holder of Bachelor Degree in Electronics and Telecommunication Engineering with a GPA of not less than 3.5 from any recognized Institutions.

2.48.3 SALARY SCALE- PTSS 10.1.

2.49 TUTOR II IN SHIPPING AND LOGISTICS MANAGEMENT - 1 POST

2.49.1 DUTIES AND RESPONSIBILITIES

- i. To teach up to NTA Level 6 (Ordinary Diploma);
- ii. To prepare learning resources for tutorials and practical exercises;
- iii. To assist in conducting research under close supervision;

- iv. To conduct assessments for students up to NTA Level 6;
- v. To assist in conducting tutorials for Bachelor's Degree students under close supervision;
- vi. To carry out consultancy and community services under close supervision;
- vii. To perform any other duties assigned by the Supervisor.

2.49.2 QUALIFICATION AND EXPERIENCE

Holder of Bachelor's Degree (NTA Level 8) in Shipping and Port Logistics Management, Shipping and Logistics Management with a GPA of not less than 3.5 from a recognized Institution. Possession of professional certificate issued by the Chartered Institute of Shipbrokers or the chartered Institute of Export and International Trade or the Chartered Institute of Marine, Port and Terminal Management is an added advantage.

2.49.3 SALARY SCALE- PTSS 10.1.

2.50 TUTOR II IN FREIGHT CLEARING AND FORWARDING - 2 POSTS

2.50.1 DUTIES AND RESPONSIBILITIES

- i. To teach up to NTA Level 6 (Ordinary Diploma);
- ii. To prepare learning resources for tutorials and practical exercises;
- iii. To assist in conducting research under close supervision;
- iv. To conduct assessments for students up to NTA Level 6;
- v. To assist in conducting tutorials for Bachelor's Degree students under close supervision;
- vi. To carry out consultancy and community services under close supervision; and
- vii. To perform any other duties assigned by the Supervisor.

2.50.2 QUALIFICATION AND EXPERIENCE

Holder of Bachelor's Degree (NTA Level 8) in Freight Clearing and Forwarding, Customs Management, International Logistics and Customs Management with a GPA of not less than 3.5 from a recognized Institution. Possession of professional certificate issued by the Chartered Institute of Shipbrokers or the chartered Institute of Export and International Trade or the Chartered Institute of Marine, Port and Terminal Management is an added advantage.

2.50.3 SALARY SCALE- PTSS 10.1.

2.51 TUTOR II IN CUSTOMS MANAGEMENT - 2 POSTS

2.51.1 DUTIES AND RESPONSIBILITIES

- i. To teach up to NTA Level 6 (Ordinary Diploma);
- ii. To prepare learning resources for tutorials and practical exercises;
- iii. To assist in conducting research under close supervision;
- iv. To conduct assessments for students up to NTA Level 6;
- v. To assist in conducting tutorials for Bachelor's Degree students under close supervision;
- vi. To carry out consultancy and community services under close supervision; and
- vii. To perform any other duties assigned by the Supervisor.

2.51.2 QUALIFICATION AND EXPERIENCE

Holder of Bachelor's Degree (NTA Level 8) in Freight Clearing and Forwarding, Customs Management, Customs and Tax Management with a GPA of not less than 3.5 from a recognized Institution. Possession of professional certificate issued by the Chartered Institute of Shipbrokers or the chartered Institute of Export and International Trade or the Chartered Institute of Marine, Port and Terminal Management is an added advantage.

2.51.3 SALARY SCALE- PTSS 10.1.

2.52 TUTOR II IN PORT MANAGEMENT - 1 POST

2.52.1 DUTIES AND RESPONSIBILITIES

- i. To teach up to NTA Level 6 (Ordinary Diploma);
- ii. To prepare learning resources for tutorials and practical exercises;
- iii. To assist in conducting research under close supervision;
- iv. To conduct assessments for students up to NTA Level 6;
- v. To assist in conducting tutorials for Bachelor's Degree students under close supervision;
- vi. To carry out consultancy and community services under close supervision;
- vii. To perform any other duties assigned by the Supervisor.

2.52.2 QUALIFICATION AND EXPERIENCE

Holder of Bachelor's Degree (NTA Level 8) in Shipping and Port Logistics Management, Shipping and Logistics Management with a GPA of not less than 3.5 from a recognized Institution. Possession of professional certificate issued by the Chartered Institute of Shipbrokers or the chartered Institute of Export and International Trade or the Chartered Institute of Marine, Port and Terminal Management is an added advantage.

2.52.3 SALARY SCALE- PTSS 10.1.

2.53 LABORATORY TECHNICIAN II IN SOIL/MATERIALS ENGINEERING - 1 POST

2.53.1 DUTIES AND RESPONSIBILITIES

- i. To implement specified maintenance plans for Institute facilities;
- ii. To implement specified technical plans and designs connected with repair and maintenance work;
- iii. To maintain laboratory/ workshop facilities and equipment;
- iv. To supervise junior technicians;
- v. To provide specialized technical services to the public; and
- vi. To perform any other duties as may be assigned by Supervisor.

2.53.2 QUALIFICATION AND EXPERIENCE

The candidate should possess Ordinary Diploma (NTA Level 6) in Civil Engineering from a recognized Institution.

2.53.3 SALARY SCALE- PGSS 5.1

2.54 LABORATORY TECHNICIAN II IN CIVIL ENGINEERING - 2 POST (1 LINDI CAMPUS, 1 KIA CAMPUS)

2.54.1 DUTIES AND RESPONSIBILITIES

- i. To implement specified maintenance plans for Institute facilities;
- ii. To implement specified technical plans and designs connected with repair and maintenance work;
- iii. To maintain laboratory/ workshop facilities and equipment;
- iv. To supervise junior technicians;
- v. To provide specialized technical services to the public; and
- vi. To perform any other duties as may be assigned by Supervisor.

2.54.2 QUALIFICATION AND EXPERIENCE

Holder of Ordinary Diploma (NTA Level 6) in Civil Engineering from a recognized Institution.

2.54.3 SALARY SCALE- PGSS 5.1

2.55 LABORATORY TECHNICIAN II IN SHIP BUILDING - 1 POST

2.55.1 2.55.1 DUTIES AND RESPONSIBILITIES

- i. To fabricate or maintain physical models of ships or ship components used for teaching purposes;
 - ii. To involve in running computer simulations of ship behavior or stability;
 - iii. To assist with maintaining or operating small training pools used for teaching buoyancy or stability concepts;
 - iv. To ascertain compliance with safety requirements at all times during training;
 - v. To develop and review training programmes;
 - vi. To conduct examinations and submits results;
 - vii. To assist in undertaking research;
 - viii. To support conduction of research and consultancy works,
 - ix. To provide on the job training to junior staff; and
- x. To perform any other duties as may be assigned by a Supervisor.

2.55.2 QUALIFICATION AND EXPERIENCE

Holder of Diploma in one of the following fields; Marine Engineering Technology, Naval Architecture and marine Engineering, marine and Mechanical Engineering from any recognized Institution.

2.55.3 SALARY SCALE- PGSS 5.1

2.56 LABORATORY TECHNICIAN II IN OIL AND GAS ENGINEERING - 2 POSTS

2.56.1 2.56.1 DUTIES AND RESPONSIBILITIES

- i. Laboratory Techniques and Analysis;
 - ii. To ascertain compliance with safety requirements at all times during training;
 - iii. To develop and review training programmes;
 - iv. To conduct examinations and submits results;
 - v. To assist in undertaking research;
 - vi. To support conduction of research and consultancy works;
 - vii. To provide on the job training to junior staff; and
- viii.** To perform any other duties as may be assigned by a supervisor.

2.56.2 QUALIFICATION AND EXPERIENCE

Holder of Diploma (NTA Level 6) in one of the following fields; Petroleum Engineering, Oil and

Gas Engineering, or Petroleum geology from any recognized Institution. Must have practical skills in installation of piping and pipeline in oil and gas field.

2.56.3 SALARY SCALE- PGSS 5.1.

2.57 LABORATORY TECHNICIAN II IN ELECTRONICS AND TELECOMMUNICATION ENGINEERING - 1 POST

2.57.1 DUTIES AND RESPONSIBILITIES

- i. To carryout specifies tasks connected with laboratory practical's, students' projects, research, consultancy and services under supervision;
- ii. To assist in the repair and maintenance of laboratory facilities;
- iii. To assist senior staffs in relevant fields of laboratory operations;
- iv. To Manage routine works of the Laboratory; and
- v. To perform any other duties as assigned by supervisor

2.57.2 QUALIFICATION AND EXPERIENCE

Holder of Diploma (NTA Level 6) in Electronics and Telecommunication Engineering from any recognized Institution.

2.57.3 SALARY SCALE- PGSS 5.1.

2.58 LABORATORY TECHNICIAN II IN LAND SURVEYING - 1 POST

2.58.1 DUTIES AND RESPONSIBILITIES

- i. To carryout specifies tasks connected with laboratory practical's, students' projects, research, consultancy and services under supervision;
- ii. To assist in the repair and maintenance of laboratory facilities;
- iii. To assist senior staffs in relevant fields of laboratory operations;
- iv. To Manage routine works of the Laboratory; and
- v. To perform any other duties as assigned by supervisor

2.58.2 QUALIFICATION AND EXPERIENCE

Holder of Ordinary Diploma (NTA 6) in Land Surveying and Mapping, Geomatics or Geo-informatics from a recognized Institution.

2.58.3 SALARY SCALE- PGSS 5.1

2.59 LABORATORY TECHNICIAN II IN ELECTRICAL ENGINEERING - 1 POST

2.59.1 DUTIES AND RESPONSIBILITIES

- i. To carryout specifies tasks connected with laboratory practical's, students' projects, research, consultancy and services under supervision;
- ii. To assist in the repair and maintenance of laboratory facilities;
- iii. To assist senior staffs in relevant fields of laboratory operations;
- iv. To Manage routine works of the Laboratory; and
- v. To perform any other duties as assigned by supervisor.

2.59.2 QUALIFICATION AND EXPERIENCE

Holder of Diploma in Electrical Engineering from recognized institution.

2.59.3 SALARY SCALE- PGSS 5.1

2.60 ICT OFFICER II (NETWORK ADMINISTRATOR) - 1 POST

2.60.1 DUTIES AND RESPONSIBILITIES

- i. To design, install and configure LAN and WAN infrastructure;
- ii. To review LAN and WAN architecture;
- iii. To test network equipment and devices;
- iv. To implement network security plan; and
- v. To perform network troubleshooting.

2.60.2 QUALIFICATION AND EXPERIENCE

Holder of Bachelor Degree in Computer Engineering, Computer Science, Computer Network, Computer Security from recognized institutions.

2.60.3 SALARY SCALE- PGSS 7.1

2.61 ASSISTANT ICT OFFICER II (COMPUTER GRAPHICS/MULTIMEDIA) - 1 POST

2.61.1 2.64.1 DUTIES AND RESPONSIBILITIES

- i. To design, install and configure LAN and WAN infrastructure;
- ii. To review LAN and WAN architecture;
- iii. To test network equipment and devices;
- iv. To implement network security plan; and
- v. To perform network troubleshooting.

2.61.2 QUALIFICATION AND EXPERIENCE

Holder of Diploma (NTA 6) in Computer Science, Information Technology, or Graphic

Design/Multimedia, from recognized institutions.

2.61.3 SALARY SCALE- PGSS 4.1

2.62 LIBRARY ASSISTANT II - 1 POST

2.62.1 DUTIES AND RESPONSIBILITIES

- i. To assist in performing of library clerical duties;
- ii. To assist registration of readers;
- iii. To assist on issuing of books to readers;
- iv. To assist receiving books from readers;
- v. To assist in handling of simple inquiries from readers;
- vi. To assist bibliographical searching; and
- vii. To perform any other duties as may be assigned by Supervisor.

2.62.2 QUALIFICATION AND EXPERIENCE

Holder of form IV/VI secondary education Certificate plus Certificate in Library Science, Information Studies, Documentation or equivalent from any recognized Institution.

2.62.3 SALARY SCALE- PGSS 3.1

2.63 ARTISAN II IN CARPENTRY AND JOINERY - 1 POST

2.63.1 2.67.1 DUTIES AND RESPONSIBILITIES

- i. To read blueprints, drawings and sketches to fully grasp requirements;
- ii. To take measurements and calculate the size and amount of material needed for carpentry work;
- iii. To analyze problem and identify appropriate tools and materials for repair;
- iv. To choose carpentry materials based on budget, location, and intended uses of building;
- v. To follow health and safety standards and complies with building codes;
- vi. To perform inspections to identify and replace worn parts of carpentry work; and
- vii. To perform any other duties as assigned by the Supervisor.

2.63.2 QUALIFICATION AND EXPERIENCE

Holder of Secondary Education Certificate with Trade Test Grade I or NVA Level III in Carpentry and Joinery or equivalent t qualification.

2.63.3 SALARY SCALE- PGSS 2.1

2.64 ARTISAN II IN WELDING - 1 POST

2.64.1 DUTIES AND RESPONSIBILITIES

- i. To assist in performing specified craft jobs under supervision;
- ii. To assist in performing routine technical cleaning of the work environment;
- iii. To assist in taking care of tools and equipment;
- iv. To assist in operational repairs of machinery, facilities, buildings and infrastructure;
- v. To assist in reporting maintenance problems to senior staff; and
- vi. To perform any other duties as may be assigned by Supervisor.

2.64.2 QUALIFICATION AND EXPERIENCE

Holder of Secondary Education Certificate with Trade Test Grade I or NVA Level III in Welding and Fabrication or equivalent t qualification.

2.64.3 SALARY SCALE- PGSS 2.1

2.65 ARTISAN II IN MACHINE TOOLS AND WORKSHOP- 1 POST

2.66 DUTIES AND RESPONSIBILITIES

- i. To assist in performing specified craft jobs under supervision;
- ii. To assist in performing routine technical cleaning of the work environment;
- iii. To assist in taking care of tools and equipment;
- iv. To assist in operational repairs of machinery, facilities, buildings and infrastructure;
- v. To assist in reporting maintenance problems to senior staff; and
- vi. To perform any other duties as may be assigned by Supervisor.

2.66.1 QUALIFICATION AND EXPERIENCE

Holder of Secondary Education Certificate with Trade Test Grade I or NVA Level III in Machine tools repair/maintenance or fitter mechanics or equivalent t qualification.

2.67 SALARY SCALE- PGSS 2.1

3.0 TANZANIA BUILDING AGENCY (TBA)

The Tanzania Buildings Agency is a Government Executive Agency established under the Executive Agencies Act No. 30 of 1997 to deal with Building Consultancy as well as Real Estate Development and Management Services for the Government and public servants. The Agency has the following vacancies in its establishment to be filled immediately.

3.1 TOWN PLANNER II - 2 POSTS

3.1.1 DUTIES AND RESPONSIBILITIES

- i. To collect and analyze data for construction of new projects;
- ii. To participate in the development of project briefs, assess project requirements and their impact on the local environment;
- iii. To maintain all planning records of the TBA projects;
- iv. To participate in designing layouts of the TBA projects and infrastructures;
- v. To participate in the scan and digitization processes of all areas where TBA infrastructures will be developed;
- vi. To provide technical support on the planning and design of all new TBA system components; and
- vii. To perform any other related duties as may be assigned by the Supervisor.

3.1.2 QUALIFICATION AND EXPERIENCE

Holder of Bachelor Degree in one of the following fields; Urban and Regional Planning, Rural Development Planning, Housing and Infrastructure Planning or equivalent qualifications from recognized institution.

3.1.3 SALARY SCALE- TBASS 5

3.2 TECHNICIAN II (ARCHITECTURAL) - 2 POSTS

3.2.1 DUTIES AND RESPONSIBILITIES

- i. To participate in carrying out condition surveys for existing structures;
- ii. To apply collected building projects design data in drafting architectural drawings;
- iii. To draft details of architectural drawings;
- iv. To keep and maintain details and working drawings; and
- v. To take measurement of existing buildings and prepare missing drawings.
- vi. To prepare site report; and
- vii. To perform other related duties as may be assigned by the supervisor.

3.2.2 QUALIFICATION AND EXPERIENCE

Holder of Ordinary Diploma (NTA 6) or Full Technician Certificate (FTC) in Architectural, Architectural Engineering or equivalent qualifications from recognized institutions. Computer literacy in design programs will be an added advantage.

3.2.3 SALARY SCALE- TBASS 3

3.2.4 TANZANIA METEOROLOGICAL AUTHORITY (TMA)

The Tanzania Meteorological Authority (TMA) was established through the Tanzania Meteorological Authority Act No. 2 of 2019. The institution is responsible for regulating, coordinating and provision of meteorological services to the general public, institutions and individual users of tailor-made services for socio-economic development. The Authority is also responsible for issuing warnings and advisories on severe weather events for protection of human life and properties.

4.0 ASSISTANT METEOROLOGICAL OFFICER II - 3 POSTS

4.1.1 DUTIES AND RESPONSIBILITIES:

- i. To assist in the supervision of data collection for analyzing meteorological data and charts;
- ii. To code, decode and transmits meteorological and weather messages;
- iii. To provide plots observations on charts;
- iv. To perform upper air (i.e Operates Radiosondes and Pilot ballon ascent);
- v. To process autographic data and computes simple statistics;
- vi. To receive, edits and transmits meteorological messages, data and products;

- vii. To assist in the supervision of data collection for analyzing meteorological data and chats;
- viii. To check the accuracy of gathered data for provision of meteorological services in the various fields such as Agrometeorology, Hydrometeorology, Marine, Environment, Seismology etc;
- ix. To collect data for meteorological flight plan and material documentation for aviation;
- x. To communicate and transmit weather information to different users;
- xi. To receive and transmit aeronautical information from/to aircraft and ground stations; and
- xii. To perform any other duties as may be assigned by the supervisor.

4.1.2 QUALIFICATIONS AND EXPERIENCE

Holder of Diploma in one of the following fields: Meteorology, World Meteorological Organization

(WMO) Meteorological Technician Course (Senior Level) from recognized institutions.

4.1.3 SALARY SCALE: AS PER TMA SCALE.

4.2 TECHNICIAN II (TELECOMMUNICATION) - 1 POST

4.2.1 DUTIES AND RESPONSIBILITIES:

- i. To conduct test, installation, repair and maintenance of Meteorological Instruments i.e. Anemometers, Barometers and Optical Theodolite, Hydrogen Plants;
- ii. To conduct test, installation, repair and maintenance of telecommunication, electrical and electronics equipment such as Intercoms, Receiver/Transmitters (HF, VHF, UHF), Power Supplies, Air conditioners and non-specialized equipment like Tele-printers, Fax machines, Printers and Recorders; and
- iii. To perform any other duties as may be assigned by the supervisor.

4.2.2 QUALIFICATIONS AND EXPERIENCE

Holder of Diploma (NTA level 6) or Full Technician Certificate (FTC) in Telecommunication Engineering from a recognized institution.

4.2.3 SALARY SCALE: AS PER TMA SCALE.

4.3 ARTISAN II (MECHANICAL) - 1 POST

4.3.1 DUTIES AND RESPONSIBILITIES:

- i. To assist in testing, installing, repairing, fabricating and maintaining of electrical and mechanical equipment (machines) such as: workshop machines i.e. slip roll, lathe, press brake, welding machine and woodwork machine etc;
- ii. To assist in fabricating standard rain gauge, evaporation pan, Stevenson screen, mast for wind system, sunshine and cup counter pillars;
- iii. To assist in maintenance of various mechanical, electrical etc. equipment, machines and instruments and perform general basic electrical installations; and
- iv. To Performs any other duties as may be assigned by the supervisors

4.3.2 4.8.2 QUALIFICATIONS AND EXPERIENCE

Holder of a Secondary Education Certificate PLUS Trade Test III/Level I in one of the following fields: Mechanical from a recognized institution.

4.3.3 SALARY SCALE: AS PER TMA SCALE.

5.0 TANZANIA ELECTRICAL, MECHANICAL AND ELECTRONICS SERVICES AGENCY (TEMESA)

Tanzania Electrical, Mechanical and Electronics Services Agency (TEMESA) was established on 26th August, 2005 under the Executive Agencies Act No. 30 of 1997 through Government Notice No. 254. The aim of the Agency is to provide efficient and effective electrical, mechanical and electronic services, reliable and safe ferry transport services and hiring of equipment to Government institutions and the public at large.

5.1.1 ENGINEER II (MARINE) - 2 POSTS

5.1.1 DUTIES AND RESPONSIBILITIES

- i. To inspect Marine Vessels for corrective Maintenances;
- ii. To conduct maintenance, service and repairs of Marine Vessel;
- iii. To manage the operation of propulsion plant machinery;
- iv. To plan and schedule ferry operations;
- v. To detect and identify the cause of machinery malfunctions and correct faults;
- vi. To maintain safety and security of Marine Vessel, crew and passengers and the operational condition of life-saving, fire-fighting and other safety system;
- vii. To ensure that the engine and the engine components are in good condition and ready to run; and

- viii. To perform any other official duties as may be assigned by the supervisor.

5.1.2 QUALIFICATION AND EXPERIENCE

Holder of Bachelor Degree in Marine engineering or equivalent qualification from a recognized Institution. The candidate must be registered with Engineers Registration Board (ERB) as a Graduate Engineer.

5.1.3 SALARY SCALE: TMSS 5

5.2 FERRY CAPTAIN II - 10 POSTS

5.2.1 1.2.1 DUTIES AND RESPONSIBILITIES

- i. To operate the ferry (Pontoon) from one point to another in accordance to applicable rules, regulation and acceptable general practices;
- ii. To safely depart, navigate, berth and communicate in accordance with the applicable rules and regulations;
- iii. To adhere to established schedules of departure and arrived;
- iv. To monitor the performance of all crew members, report exemplary and unsatisfactory conducts to the Ferry in charge;
- v. To report any deficiencies or irregularities to the Ferry in charge; and
- vi. To do such other duties as may be assigned by immediate supervisor.

5.2.2 QUALIFICATION AND EXPERIENCE

Holder of Certificate of Secondary Education (CSEE) or Advanced Certificate of Secondary Education (ACSEE) with basic mandatory Certificate as per STCW95 and Rating Forming Part of Navigation Watch (RFPAW). Possession of Bachelor Degree/Advanced Diploma/Diploma in one of the following fields; Nautical Science, Marine Engineering, Mechanical/Civil Engineering, Electronic/Electrical Engineering, or any other related field is an added advantage.

5.2.3 SALARY SCALE: TMSS 2

5.3 PLANT OPERATOR II - 2 POSTS

5.3.1 DUTIES AND RESPONSIBILITIES

- i. To drive/operate plants and equipment;
- ii. To carry out cleanliness of plants/equipment and their accessories;
- iii. To keep a Log Book and fuel Consumptions;
- iv. To ensure safety of Plants and equipment; and
- v. To perform any other related duties as may be assigned by supervisor.

5.3.2 QUALIFICATION AND EXPERIENCE

Holder of Form IV Certificate with Trade test II or level II in Motor Vehicle Mechanics or Basic Driving Course offered by VETA or any recognized Institution with at least one-year experience in related field. The candidate should possess a Driving License Class F.

5.3.3 SALARY SCALE: TMSS 2

5.4 ENGINEER II (ELECTRONICS) - 1 POST

5.4.1 DUTIES AND RESPONSIBILITIES

- i. To execute installation, repair and maintenance of electronics office equipment, traffic lights and street lights, telephone communication networks and computer software;
- ii. To prepare cost estimate for electronics projects and maintenance works;
- iii. To prepare reports for all electronics works;
- iv. To prepare cost estimates and bill of quantities pertaining to electronics works for electronics installation system;
- v. To conduct Site inspections and prepare site inspection reports;
- vi. To carry out regular inspection for preventive maintenance of electronics installations systems, electronic appliances and machinery; and
- vii. To perform any other official duties as may be assigned by the supervisor.

5.4.2 QUALIFICATION AND EXPERIENCE

Holder of Bachelor Degree in Electronics Engineering or equivalent qualification from a recognized Institution. The candidate must be registered with Engineers Registration Board (ERB) as a Graduate Engineer.

5.4.3 SALARY SCALE: TMSS 5

6.0 THE TANZANIA INVESTMENT CENTRE

The Tanzania Investment Centre was established in 1997 by the Tanzania Investment Act, No. 26 of 1997 as a One - Stop Government Agency, responsible for the Coordination, Promotion and Facilitation of Investments in Tanzania and Policy Advisory and Advocacy on investment related matters.

6.1 INVESTMENT OFFICER II – (5 POSTS)

6.1.1 DUTIES AND RESPONSIBILITIES

- i. To link local investors with potential foreign investors;
- ii. To recommend modifications to investment policy;
- iii. To provide guidance to other stakeholders on issues concerning investment

- promotion as per TIC requirements;
- iv. To provide service to customers by answering questions, providing information, making referrals, and assuring appropriate follow-through and/or resolution;
 - v. To participate in preparing research briefs related to investment promotion;
 - vi. To participate in preparing outward and inward business mission;
 - vii. To promote Tanzania's local projects and investment opportunities in various international and local exhibitions;
 - viii. To participate in international and local investment forums and workshops;
 - ix. To participate in preparing bankable projects profiles of Tanzanians seeking various forms of collaboration with foreign companies;
 - x. To participate in conducting investment and entrepreneurship seminars in order to encourage Tanzanians to register their investment projects with TIC, so that they enjoy investment incentives;
 - xi. To compile information and prepare various promotion materials such as brochures, booklets, project brief, investor's guide etc to be used in different investment promotion activities in Tanzania and abroad;
 - xii. To create a data base of local companies/projects seeking various forms of collaboration from abroad (such as JV, Market access, Technology transfer etc)
 - xiii. To participate in preparing and make presentations on Tanzania Investment Climate and opportunities in various forums;
 - xiv. To manage business delegation and facilitate their appointments with various government ministries and institutions;
 - xv. To participate in targeting investors in specific sectors to be assigned by the Director of Investment Promotion;
 - xvi. To conduct project visits to established investors as per project visit schedule;
 - xvii. To participate in preparing and submit reports of the site visits in form of matrix, filled questionnaires and where necessary prepare presentation in order to appraise higher Centre in making well informed investment decisions;
 - xviii. To coordinate for SME's Intervention Programmes in place (such as workshop/seminars) by putting up clear logistical arrangements with the view of executing the planned activities of the section for the Performance of the Department;
 - xix. To monitor and evaluate investment project implementation status and resolve

- any existing problems; and
- xx. To perform any other duties as may be assigned by the supervisor.

6.1.2 QUALIFICATIONS AND EXPERIENCE

Holder of Bachelor Degree in one of the following fields; Economics, Commerce in Marketing, Business Administration (Majoring in Marketing), Agricultural Economics and Agribusiness, Economics and Statistics or equivalent qualifications from recognized institutions. Additional Language such as French, Chinese, Spanish and Indian will be added advantage.

6.1.3 SALARY SCALE TICS – 4

GENERAL CONDITIONS

- i. All applicants must be Citizens of Tanzania generally with an age not above **45** years of age except for those who are in Public Service;
- ii. **People with disabilities are highly encouraged to apply and should indicate clearly in the portal for Public Service Recruitment Secretariat attention;**
- ii. Applicants must attach an up-to-date Curriculum Vitae (CV) having reliable contacts; Postal address/post code, e-mail and telephone numbers;
- iii. Applicants should apply on the strength of the information given in this advertisement;
- iv. Applicants must attach their certified copies of the following certificates: -
 - Postgraduate/Degree/Advanced Diploma/Diploma/Certificates;
 - Postgraduate/Degree/Advanced Diploma/Diploma transcripts;
 - Form IV and Form VI National Examination Certificates;
 - Professional Registration and Training Certificates from respective Registration or Regulatory Bodies, (where applicable);**
 - Birth certificate;
- v. Attaching copies of the following certificates is strictly not accepted:-
 - Form IV and form VI results slips;
 - Testimonials and all Partial transcripts;
- vi. An applicant must upload recent Passport Size Photo in the Recruitment Portal;
- vii. An applicant employed in the Public Service should route his application letter

- through his respective employer;
- viii. An applicant who is retired from the Public Service for whatever reason should not apply;
 - ix. An applicant should indicate three reputable referees with their reliable contacts;
 - x. Certificates from foreign examination bodies for Ordinary or Advanced level education should be verified by The National Examination Council of Tanzania (NECTA).
 - xi. Professional certificates from foreign Universities and other training institutions should be verified by The Tanzania Commission for Universities (TCU) and National Council for Technical Education (NACTE);
 - xii. A signed application letter should be written either in Swahili or English and Addressed to Secretary, Presidents Office, Public Service Recruitment Secretariat, P.O. **Box 2320, University of Dodoma, Utumishi Building /Asha Rose Migiro Buildings -Dodoma.**
 - xiii. Deadline for application is **24th August, 2024;**
 - xiv. Only short-listed candidates will be informed on a date for interview and;
 - xv. Presentation of forged certificates and other information will necessitate to legal action;

NOTE: *All applications must be sent through Recruitment Portal by using the following address; <http://portal.ajira.go.tz/> and not otherwise (This address also can be found at PSRS Website, Click '**Recruitment Portal**)*

Released by:

SECRETARY

PUBLIC SERVICE RECRUITMENT SECRETARIAT