

# THE UNITED REPUBLIC OF TANZANIA



## PRESIDENT'S OFFICE PUBLIC SERVICE RECRUITMENT SECRETARIAT

Ref.No.JA.9/259/01/A/327

1<sup>st</sup> July, 2023

### VACANCY ANNOUNCEMENT

On behalf of Mtwara water Supply and Sanitation Authority (MTUWASA), Kahama - Shinyanga water supply and Sanitation Authority (KASHWASA), Shinyanga water supply and Sanitation Authority (SHUWASA), Tengeru Institute of Community Development (TICD), Marine Services Company Limited (MSCL), The State Mining Corporation (STAMICO) and Tanzania Mining Commission (TMC) Public Service Recruitment Secretariat (PSRS) invites dynamic and suitable qualified Tanzanians to fill thirty six (36) vacant posts as mentioned below;

#### **1.0 KAHAMA-SHINYANGA WATER SUPPLY AND SANITATION AUTHORITY (KASHWASA),**

Kahama-Shinyanga Water Supply and Sanitation Authority (KASHWASA), is an autonomous water utility legally charged with the delivery of water supply and sewerage disposal services to Kahama.

#### **1.1 TECHNICIAN WATER LABORATORY - III 1-POST**

##### **1.1.2 DUTIES AND RESPONSIBILITIES**

- i. To treat water.
- ii. To attend and report water loss, distribution faults and recommend necessary action.
- iii. To advise on the stock level of chemicals.
- iv. To attend and report unauthorized water connections.

- v. To attend and report sewerage pipe faults to responsible officers.
- vi. To carry out water disconnections of debtors and reconnections after payment.
- vii. To ensure that the required dosage of chlorine/chemicals is administered according to the required standards
- viii. To prepare data for periodical reports to the supervisor.
- ix. To perform any other duties as may be assigned by the Supervisor.

### **1.1.3 QUALIFICATIONS AND EXPERIENCE**

Holder of Diploma in water laboratory Science, water laboratory Technology from a recognized Institutions

### **1.1.4 REMUNERATION: TGS C.1**

## **1.2 ARTISAN WATER LABORATORY - III 1-POST**

### **1.2.1 DUTIES AND RESPONSIBILITIES**

- i. To record the amount of pumped water at established time intervals.
- ii. To record pressure gauge performance at established intervals.
- iii. To make rain gauge readings at established time intervals.
- iv. To keep in safe custody water treatment chemicals and reagents.
- v. To advise on the stock level of chemicals.
- vi. To maintain proper records of water connections/ disconnections/ reconnections carried out.
- vii. To attend and report water pipe bursts.
- viii. To prepare data for periodical reports to the supervisor.
- ix. To perform any other duties as may be assigned by the Supervisor.

### **1.2.2 QUALIFICATIONS AND EXPERIENCE**

Holder of Certificate in water laboratory Science, water laboratory Technology from a recognized Institutions

### **1.2.3 REMUNERATION: TGS A.1**

## **2.0 MTWARA WATER SUPPLY AND SANITATION AUTHORITY (MTUWASA),**

Mtwara Water Supply and Sanitation Authority (MTUWASA), is an autonomous water utility legally charged with the delivery of water supply and sewerage disposal services to Mtwara.

## **2.1 ARTISAN PUMP OPERATOR - III 7-POSTS**

### **2.1.1 DUTIES AND RESPONSIBILITIES**

- i. To operate the water pumps according to agreed schedules and ensures that the right quantity of water is pumped from the storage tanks.
- ii. To monitor water level in the storage water tanks/dam.
- iii. To Carry out service and maintenance of water pumps, dosing pumps, water filters and gate valves.
- iv. To maintain records of plants and pump performance and reports any breakdowns immediately.
- v. To record the amount of pumped water at established time intervals and
- vi. To perform any other duties as may be assigned by supervisor.

### **2.1.2 QUALIFIIFICATECATIONS AND EXPERIENCE**

Holder of Trade Test Grade II /level II/Certificate Two in one of the following fields; Plumbing and Pipe Fitting, Pump Mechanical, Civil, Welding Masonry and Electrical from a recognized Institutions

### **2.1.3 REMUNERATION: TGS A.1**

## **2.2 ARTISAN METER READER - III 2-POSTS**

### **2.2.1 DUTIES AND RESPONSIBILITIES**

- i. To record the amount of pumped water at established time intervals.
- ii. To carry out meter reading
- iii. To distribute water bills
- iv. To carry out water connection and disconnections as instructed
- v. To inspect water meters and
- vi. To perform any other related duties as may be assigned by the Supervisor.

### **2.2.2 QUALIFIIFICATECATIONS AND EXPERIENCE**

Holder of Trade Test Grade II /level II/Certificate Two in one of the following fields; Plumbing and Pipe Fitting, Pump Mechanical, Civil, Welding Masonry and Electrical from a recognized Institutions

### **2.2.3 REMUNERATION: TGS A.1**

## **2.3 ARTISAN WATER (PLUMBING) - III 2-POSTS**

### **2.3.1 DUTIES AND RESPONSIBILITIES**

- i. To attend and report all water leakage.

- ii. To attend and report water loss, distribution faults and recommend necessary action.
- iii. To connect water supply to customers as scheduled.
- iv. To attend and report unauthorized water connections.
- v. To attend and report sewerage pipe faults to responsible officers.
- vi. To carry out water disconnections of debtors and reconnections after payment.
- vii. To maintain proper records of water connections/ disconnections/ reconnections carried out.
- viii. To attend and report water pipe bursts.
- ix. To prepare data for periodical reports to the supervisor and
- x. To perform any other duties as may be assigned by the Supervisor.

### **2.3.2 QUALIFICATIONS AND EXPERIENCE**

Holder of Trade Test Grade II /level II/Certificate Two in one of the following fields; Plumbing and Pipe Fitting, Pump Mechanical, Civil, Welding Masonry and Electrical from a recognized Institutions

### **2.3.3 REMUNERATION: TGS A.1**

## **3.0 SHINYANGA WATER SUPPLY AND SANITATION AUTHORITY (SHUWASA),**

Shinyanga Water Supply and Sanitation Authority (SHUWASA), is an autonomous water utility legally charged with the delivery of water supply and sewerage disposal services to Shinyanga.

### **3.1 GIS -TECHNICIAN - III (GIS) 1-POST**

#### **3.1.1 DUTIES AND RESPONSIBILITIES**

- i. To collect spatial and attribute data
- ii. To provide technical support, training and orienting staff in GIS technologies;
- iii. To upload data and perform simple analysis to produce information for management use;
- iv. To ensure and implement best practices in areas of work specialization;
- v. To operate and maintain GIS, Survey and Mapping equipment's and assets
- vi. To produce maps and plans for management use;
- vii. To apply GIS based monitoring systems and analysis to spatial related data;
- viii. To maintain GIS spatial and attribute databases needed

- ix. To produce and disseminate geospatial and attribute data in various formats for management use;
- x. To prepare and submit periodic reports timely
- xi. To perform any other duties as may be assigned by supervisor.

### **3.1.2 QUALIFIIFICATECATIONS AND EXPERIENCE**

Holder of Diploma in Geo informatics, Geographical Information System and Remote Sensing, Remote Sensing From a recognized Institutions

### **3.1.3 REMUNERATION: TGS C.1**

## **3.2 ICT- TECHNICIAN - III ( ICT) 1-POSTS**

### **3.2.1 DUTIES AND RESPONSIBILITIES**

- i. To install PCs, EFD and peripherals;
- ii. To assist in the repair and maintenance of computers and audio visual equipment;
- iii. To ensure that computers in computer laboratories and offices are in good working condition;
- iv. To provide assistance to computer end users;
- v. To carry out specified routine technical tasks;
- vi. To provide technical support for PCs, EDF and related peripheral equipment;
- vii. To assist in testing new or modified equipment and systems;
- viii. To document and communicate problems, solutions and the implementation process to Supervisor;
- ix. To store copies of software and documentations of computer systems;
- x. To perform any other duties as may be assigned by supervisor.

### **3.2.2 QUALIFIIFICATECATIONS AND EXPERIENCE**

Holder of Diploma in Computer Science, Information Communication Technology from a recognized Institutions

### **3.2.3 REMUNERATION: TGS C.1**

## **4.0 TENGERU INSTITUTE OF COMMUNITY DEVELOPMENT (TICD)**

Tengeru Institute of Community Development (TICD) is a result of upgrading the former Community Development Training Institute (CDTI - Tengeru) into a full-fledged autonomous Institute. Tengeru Institute of Community Development (TICD) is established

by the Tengeru Institute of Community Development (Establishment) Order, 2013 as a body corporate. The Institute was established to serve as a practical-oriented professional Centre for demand-driven training, research, advisory and consultancy services in the fields of Community Development, Gender and Development and Participatory Project Planning

#### **4.1 TUTORIAL ASSISTANT (COMMUNITY DEVELOPMENT) – 2 POSTS (MAIN CAMPUS)**

##### **4.1.1 DUTIES AND RESPONSIBILITIES**

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

##### **4.1.2 QUALIFICATIONS AND EXPERIENCE**

Holder of Bachelor Degree with GPA of 3.5 in the following fields; Community Development or other related fields.

##### **4.1.3 REMUNERATION: SALARY SCALE: PHTS 1**

#### **5.0 MARINE SERVICES COMPANY LIMITED (MSCL)**

Marine Services Company Limited (MSCL) was incorporated under the Companies Ordinance (Cap 212) on 08th December, 1997. The main function the Company is to transport people and cargo along the shore of Lake Victoria, Lake Tanganyika and Lake Nyasa. Company's vision statement is "To be the most competitive, reliable, safe and customer oriented maritime transport Company worldwide."

#### **5.1 CAPTAIN - 2 POSTS (RE-ADVERSITED)**

##### **5.1.1 DUTIES AND RESPONSIBILITIES**

- i. To be Commander of the vessel up to 3000 GRT;

- ii. To be representative of the owner of the vessel;
- iii. To prepare and submit timely voyage reports;
- iv. To navigate the vessel using a range of satellite, radar systems and other relevant equipment;
- v. To check weather and navigation reports and recommend for appropriate actions;
- vi. To ensure crew and officers are able to carry out all procedures, systems, testing, trainings, induction, familiarization, orientation and drills as required;
- vii. To maintain discipline onboard;
- viii. To supervise all personnel in the vessel;
- ix. To inspect the entire vessel at least once during each shift or designates the first officer to do so;
- x. To train crew in normal and emergency operations;
- xi. To prepare and submit timely reports of vessel accident and damage;
- xii. To manage ship communication systems;
- xiii. To maintain vessel operational records;
- xiv. To keep up to date with developments in maritime legal, commercial and political matters;
- xv. To be responsible for the amount of luggage and number of passengers together with the revenue accruing from them; and
- xvi. To perform any other duties as may be assigned by the superior.

### **5.1.2 QUALIFICATIONS AND EXPERIENCE**

Holder of Certificate of Competence for Chief Mate on ships up to 3000 GRT (Reg. II/2.3). Must have at least eight (8) years of working experience as OINW on ships of 500 GRT or more.

Bachelor Degree in Marine Transportation, Maritime Transport and Nautical Science will be an added advantage or equivalent qualification from recognized institutions.

### **5.1.3 REMUNERATION**

MSCS 7

### **5.1.4 MARINE ENGINEER II – 2 POSTS (RE-ADVERTISED)**

### **5.1.5 DUTIES AND RESPONSIBILITIES:**

- i. To participate in running, operation and maintenance of propulsion and electrical systems aboard the vessel;
- ii. To assist in inspection and maintain all equipment and reports malfunctions and make adjustments or repairs;
- iii. To record fuel consumption and lubricants;
- iv. To enforce applicable marine engineering rules and regulations during watch keeping;
- v. To maintain log book;
- vi. To participate in any emergency scene; and
- vii. To perform any other duties as may be assigned by the superior.

#### **5.1.6 QUALIFICATIONS AND EXPERIENCE**

Holder of Certificate of Secondary Education (CSEE) or Advanced Certificate of Secondary Education (ACSEE) with Class 4 Certificate of Competence (COC) with working experience of at least one (1) year in related field. Possession of Bachelor Degree/Advanced Diploma/Diploma in Marine Engineering, Mechanical Engineering, Electronic/Electrical Engineering or any other related field is an added advantage.

#### **5.1.7 REMUNERATION**

MSCS 6

#### **5.1.8 ONBOARD ATTENDANT II- 8 POSTS (RE-ADVERTISED)**

#### **5.1.9 DUTIES AND RESPONSIBILITIES**

- i. To perform cleanliness and tidiness of bed sheet and other clothes which are used during marine voyage;
- ii. To keep laundry equipment in good manner and report any damage to seniors;
- iii. To enters and prepares the room for cleaning;
- iv. To dusts the room and furniture;
- v. Checks and secures the rooms;
- vi. Ensure security of Passenger rooms and privacy of Passengers;
- vii. Resolve Passenger complains and ensuring Passenger satisfaction;
- viii. Empty trash containers and ashtrays;



- ix. Preparation of Beds before a passenger occupies the Cabin;  
Collection of used Bed sheets, pillow covers and Curtains when the vessel comes to her destination and ensure that same are taken to the Laundry for washing and drying;
- x. Collection of Bed sheets, pillow covers and Curtains from Laundry which are to be used for the next voyage(s);
- xi. Cleaning Cabins when the ship arrives to her Destination and make sure that rooms are made ready for the next voyage;
- xii. Readily available when Passengers are embarking or disembarking before starting the voyage or after completion of the voyage respectively; and
- xiii. To perform any other duties as assigned by the Superior.

#### **5.1.10 QUALIFICATIONS AND EXPERIENCE**

Holder of Certificate of Secondary Education (CSEE) or Advanced Certificate of Secondary Education (ACSEE) with Basic Mandatory Certificates as per STCW95 and a Certificate of Laundry Service or Home Economic or any other related field from recognized Institution.

#### **5.1.11 REMUNERATION**

MSCS 2

#### **5.1.12 DECK OFFICER II - 2 POSTS (RE-ADVERTISED)**

##### **5.1.13 DUTIES AND RESPONSIBILITIES**

- i. To assist on matters pertaining to the safe operation of the vessel;
- ii. To monitor bridge operation;
- iii. To assist in preparing watch assignments;
- iv. To participate in fire and boat drills;
- v. To participate in any emergency scene;
- vi. To carry on navigational passage planning of the vessel;
- vii. To command vessels of GRT up to 500; and
- viii. To perform any other duties as may be assigned by the superior.

#### **5.1.14 QUALIFICATIONS AND EXPERIENCE**

- Holder of Certificate of Competence for Officer in Charge of a Navigational Watch (OINW) on ships of 500 GRT or more (Reg. II/1). Must have at least seven (5) years of working experience as OINW on ships of 500 GRT or more.
- Bachelor Degree in Marine Transportation, Maritime Transport and Nautical Science will be an added advantage or equivalent qualification from recognized institutions.

### **5.1.15 REMUNERATION**

MSCS 6

## **6.0 THE STATE MINING CORPORATION (STAMICO)**

The State Mining Corporation (STAMICO) is a state-owned enterprise established in 1972 under the Public Corporation Act, 1969 through the State Mining Corporation Order No. 163 of 1972 as amended by GN. 171 of 2015. STAMICO's responsibilities is to invest in the mining sector through mineral prospecting, development and operate mines, mineral trading, value addition, providing services in management of mines, drilling, consultancy support to small scale mining and other related business.

### **6.1 HEALTH AND SAFETY MANAGEMENT OFFICER II – 1 POST**

#### **6.1.1 DUTIES AND RESPONSIBILITIES**

- i. To participate in the enforcement of safety cardinal rules, policies, plans, regulations;
- ii. To participate in investigation of incidences to determine safety breach and recommend accordingly;
- iii. To carry out general work place inspection;
- iv. To maintain records and provides written and verbal reports as required;
- v. To plan and implements specific occupational medicine programs for both workers and management;
- vi. To participate in planning and implementation of safety training
- vii. To compile monthly and annual reports; and
- viii. To perform other duties as assigned by immediate Supervisor.

## **6.1.2 QUALIFICATIONS AND EXPERIENCE**

Bachelor degree in Medicine, Public health, Occupational nursing, Occupational medicine, ergonomics or equivalent qualifications from recognized Institutions.

## **6.1.3 SALARY SCALE: SMC. 5**

## **7.0 TANZANIA MINING COMMISSION (TMC)**

The Mining Commission was established under the Mining Act 2010 as amended by Written Laws (Miscellaneous Amendment) Act 2017. The Commission came into existence through the Government Notice No. 27 issued on 7th July, 2017. The Commission has taken over all operational functions that were being performed by Minerals Division under Ministry of Energy and Minerals and all functions that were being performed by Tanzania Minerals Audit Agency (TMAA) and Tanzania Diamond Sorting Organization (TANSORT).

## **7.1 LABORATORY SCIENTIST II – 4 POSTS**

### **7.1.1 DUTIES & RESPONSIBILITIES**

- i. To prepare standard solution samples for classical methods of analysis;
- ii. To prepare working equipment and apparatus for sample analysis;
- iii. To perform high precision analysis of different mineral samples and provide quality assurance and quality control on all analysis results and assure that they are delivered at time manner;
- iv. To calibrate laboratory machines used for analysis;
- v. To ensure total adherence to all safety, Occupational Health and Environmental Policies of laboratory;
- vi. To develop individual objectives or targets and performance standards as part of individual performance; and
- vii. To perform any other related duties as assigned by supervisor.

### **7.1.2 QUALIFICATIONS AND EXPERIENCE**

Bachelor Degree either in Chemistry, Geochemistry, or equivalent qualifications from recognized Institutions. Must be computer literate.

### **7.1.3 SALARY SCALE: MCSS. 6**

#### **GENERAL CONDITIONS**

- i. All applicants must be Citizens of Tanzania 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;**
- iii. Applicants must attach an up-to-date Curriculum Vitae (CV) having reliable contacts; postal address/post code, e-mail and telephone numbers;
- iv. Applicants should apply on the strength of the information given in this advertisement;
- v. 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;
- vi. Attaching copies of the following certificates is strictly not accepted:-
  - Form IV and form VI results slips;
  - Testimonials and all Partial transcripts;
- vii. An applicant must upload recent Passport Size Photo in the Recruitment Portal;
- viii. An applicant employed in the Public Service should route his application letter through his respective employer;
- ix. An applicant who is retired from the Public Service for whatever reason should not apply;
- x. An applicant should indicate three reputable referees with their reliable contacts;

- xi. Certificates from foreign examination bodies for Ordinary or Advanced level education should be verified by The National Examination Council of Tanzania (NECTA).
- xii. 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);
- xiii. An applicant with special needs/case (disability) is supposed/advised to indicate;
- xiv. 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, Utumishi Building at University of Dodoma – Dr. Asha Rose Migiro Buildings - Dodoma.**
- xv. Deadline for application is **7<sup>th</sup> July, 2023**;
- xvi. Only shortlisted candidates will be informed on a date for interview and;
- xvii. 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**