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Tanzania Commercial Bank is a Bank that provides competitive financial services to our customers and creates value for our stakeholders through innovative products.

Tanzania Commercial Bank is a Bank, whose vision is “to be the leading bank in Tanzania in the provision of affordable, accessible and convenient financial services”. As part of effective organizational development and management of its human capital in an effective way, Tanzania Commercial Bank commits itself towards attaining, retaining and developing the highly capable and qualified workforce for Tanzania Commercial Bank betterment and the Nation at large.

## DRIVER (1 POSITIONS)

Tanzania Commercial Bank seeks to appoint dedicated, self-motivated and highly organized Drivers (**one positions**) to join the Directorate of Human Resources and Administration.

<b>DIRECT REPORTING LINE</b>	Manager Administration
<b>LOCATION</b>	Dar es Salaam
<b>WORK SCHEDULE</b>	As per Tanzania Commercial Bank Staff regulations
<b>DIVISION</b>	Administration
<b>SALARY</b>	Commensurate to the Job Advertised

### Position Objective

The candidate will be responsible for driving all types of vehicle as assigned to him/her time after time, keeping the Bank Vehicle in clean and good conditions. To make sure that the car is serviced after every advised kilometer.

## **Responsibilities**

- a) To drive all types of vehicles
- b) To oversee maintenance of the vehicle assigned to him/her
- c) To detect any vehicle defects and promptly report to SAO
- d) To ensure services are done after every 5000 kilometers
- e) To keep vehicle in good condition including keeping it always clean and tidy
- f) To ensure that all accessories are in good condition and standby or immediate use at any time.
- g) To ensure that vehicle is used for authorized purposes and time only
- h) To ensure that vehicle is parked to authorized place after working hours
- i) To keep log-book sheets updated in connection with vehicle movements
- j) To perform any other duties assigned by one's reporting officer

## **Education and Experience:**

Holder of Form IV Certificate and a Class "C1" or "E" Driving License who has attended Basic Driving Course offered by VETA or any recognized Institution. The candidate must have driving experience of at least one year without causing an accident.

Possession of Trade Test certificate or VIP driver's certificate from VETA or NIT or equivalent qualification will be an added advantage

The position will attract a competitive salary package, which include benefits. Applicants are invited to submit their resume [via the following link:-](#)

**<https://www.tcbbank.co.tz/careers> Applications via other methods will not be considered. Applicants need to fill their personal information, academic certificates and work experiences and submit the application letter. Other credentials will have to be submitted during the interview for authentic check and other administrative measures.**

Tanzania Commercial Bank has a strong commitment to environmental, health and safety management. Late applications will not be considered. Short listed candidates may be

subjected to any of the following: a security clearance; a competency assessment and physical capability assessment.

**AVOID SCAMS:** NEVER pay to have your application pushed forward.

Any job vacancy requesting payment for any reason is a SCAM. If you are requested to make a payment for any reason, please use the [Whistle blower policy of the Bank](#), or call 0222162940 to report the scam. You also don't need to know one in Tanzania Commercial Bank to be employed. Tanzania Commercial Bank is merit based institution and to achieve this vision, it always go for the best.

**Deadline of the Application is 12th December, 2023.**