



1. JOB TITLE: ICT Officer

Enabel is the Belgian development agency. It implements Belgium's governmental cooperation. The agency also works for other national and international donors. With its partners in Belgium and abroad, Enabel offers solutions to address pressing global challenges - Climate Change, Urbanisation, Human Mobility, Peace and Security, Economic and Social Inequality - and to promote Global Citizenship. With 2,000 staff, Enabel manages about 170 projects in twenty countries, in Belgium, Africa and the Middle East.

enabel.be

Background

Enabel, Belgian development agency in Tanzania has 5 operational Offices, namely the office of the Enabel Country Director in Dar es Salaam and 4 project offices, respectively in Mwanza, Tabora, Kigoma and Pemba. Enabel in Tanzania is active in 8 regions namely Tabora, Shinyanga, Katavi, Kigoma, Singida, Mwanza, Tanga and Pemba.

On 30 June 2023, the new Belgian-Tanzanian cooperation programme (2023-2028) "Wezesha Binti" was signed between the United Republic of Tanzania and the Kingdom of Belgium. This 25 million Euro five-year program aims at empowering girls and young women (14 to 29 years), in Kigoma, through multiple conducive learning pathways to enjoy decent, greener employment and an increased access to entrepreneurship. Enabel also implements other global partnerships projects namely: INCLU-CITIES, Bee Keeping Value Chain Support Project (BEVAC) and "Sauti ya Mwanamke".

In addition to the above projects, Enabel in Tanzania is participating in two global projects namely; Regional Teachers' Initiative for Africa (RTIA) Project which seek to strengthen digital competencies of teacher educators and (future) teachers, accelerate innovation in teaching and learning, co-create local solutions to education challenges, and facilitate regional (peer) exchange through the establishment of digital innovation hubs as well as the Teach2Empower project which seek to support the National Teacher

Continuous Professional Development (TCPD) programme.

Job description

The ICT Field Officer will be a shared resource - work for the Regional Teachers' Initiative for Africa (RTIA) Project and the Teach2Empower project (50%) as well as working as the ICT support service for the projects and the Country Office (50%). The main responsibilities therefore include:

1) Ensuring the installation, maintenance and repair of the IT equipment and software packages / SaaS subscriptions of the (1) innovation hubs and (2) mobile toolkits

- Contribute to the selection of beneficiary institutions and relevant partners based on a technical criterion
- Revise and adapt the (1) mobile digital education toolkits and (2) equipment for the innovation hubs based on contextual analysis, maximizing performance, cost-efficiency, security and sustainability (including ensuring continuity of service delivery during power outages)
- Contribute to the selection of calls for proposals analyzing technical feasibility in the target regions
- Provide rapid response to equipment failures, problems or break downs by providing technical support, conducting repairs or ensuring replacement
- Contribute to the procurement of software packages and/or SaaS licenses, as well as the installation of software on the devices.
- Support the installation and configuration of open-source software solutions (e.g. Moodle)
- Combine each intervention with engagement in train the training of teacher champions to enable sustainability of the action

2) Information exchange and collaboration with all partners of the RTIA project and Teach2Empower project (Team Europe, Team Belgium, and Enabel's RTIA project manager in particular)

- Contribute to sharing information with all team members of the Enabel components of the RTIA project and Teach2Empower project
- Contribute to co-create, share and exchange on knowledge products on green, digital and gender-transformative principles, approaches and practices
- Contribute to foster strategic partnerships among Belgian, European and African partners for the inclusion of green, digital and gender transformative principles and approaches in education policies, frameworks, and initiatives
- Report and provide regular updates to the international Digital for Education (D4E) expert

3) Ensure the availability of IT systems and Networks throughout the working day in order to maintain business productivity and high user satisfaction.

- Provide level 1 and 2 technical support to staff across all Enabel offices.
- Diagnose and resolve any software and hardware issues encountered by users on their workstations and mobile devices.
- Maintain Enabel's IT equipment (computers, networks, video conferencing equipment) across all regions of operations
- Monitor active IT network equipment to ensure service recovery within a short timeframe.
- Optimize the existing IT network to enhance performance.
- Implement the security policy defined by Enabel's headquarters to ensure the integrity of data and equipment
- Monitor Enabel's IT network to ensure its functionality and availability for all system users.
- Install, maintain, troubleshoot, and repair all wired, wireless, and other network infrastructure.
- Manage cybersecurity incidents by orchestrating a rapid and effective response to minimize impacts and ensure the resilience of our processes and systems.
- Stay informed to alert users about new cyberattack techniques.

Internal and External ICT Partnerships:

- Work closely with the coordinating international D4E expert and the national D4E experts
- Collaborate with the global community of IT Officers and other IT teams within Enabel.
- Keep a record of all Service Level Agreements between Enabel and IT service providers (IT maintenance services, Internet providers, software and hardware suppliers).
- Work directly with suppliers to plan repairs and maintenance.
- Request and evaluate the quality of services from suppliers and service providers.

Your profile

- Tanzanian National

Qualifications and experience:

- Bachelor's degree in Computer Science or similar IT-related field
- At least 5 years of experience in user support, preferably within international organizations or cross-functional structures in the field of digital education;

- Demonstrated professional experience in both computer/hardware repair and maintenance, as well as software configuration and the implementation of (open source) software systems for organisation
- Demonstrated professional experience in providing technical explications/ trainings to people with limited IT knowledge
- Experience in managing and administering IT networks.
- Proficiency in network protocols, IP, DNS, Firewall, cloud computing, etc.
- Strong knowledge of the Office 365 suite.
- Experience in maintaining IT equipments.
- Excellent written and verbal communication skills in English

Specific competencies or knowledge considered an asset:

- Professional experience working on or contributing to digital education projects is considered an important asset
- Professional experience in international development cooperation projects considered an asset
- Demonstrated ability to work autonomously and in teams, in complex multi-national settings is considered an asset.

Applicants are also required to commit to the vision, mission, and values of Enabel: [Enabel's Vision, Mission & Values](#)

We offer you

- A fascinating and interesting job in an international environment.
- You are based in Kigoma with frequent travels within the targeted districts and to other regions of operation.
- Type of contract and duration: Contract for a Specific Period, 36 months
- Estimated Start: 01/12/2024
- You are employed by Enabel in the function of “Field Officer”. A salary package that comprises the monthly gross salary, in accordance with our salary scales (Class 4), and more benefits such as health care insurance, 13th month, holiday allowance, and if applicable school fees allowance
- Relevant recognized experience for the function will be verified.

Following this recruitment procedure, a shortlist of successful applicants may be constituted which may be sourced in the next three years for similar job openings.

Every person who fulfils the conditions listed in our job advertisements may apply. Enabel is committed to equal opportunities and diversity in its workforce. We do not discriminate on the basis of gender, origin, age, religion, sexual orientation, disability status or any other factor other than competence.

Are you interested?

Apply [HERE](#) with an application letter and your updated CV, at the latest by 06 October 2024.

Only applications that are registered here via our online portal will be considered

[APPLY HERE](#)

2. JOB TITLE: Project Manager in the field of Trade and Transportation

Enabel is the Belgian development agency. Our mission is to build a sustainable world where all live under the rule of law and are free to thrive. With our partners, we offer solutions addressing pressing global challenges – Climate Change, Social and Economic Inequalities, Urbanisation, Peace and Security, Human Mobility – and promoting Global Citizenship.

We have over 25 years' experience in areas ranging from education and health care to agriculture, environmental protection, digitalisation, employment and governance. Enabel's expertise is eagerly sought-after by partners around the globe – ranging from the Belgian government, European Union institutions, governments of other countries and the private sector. We work with civil society, research institutes as well as businesses and we foster fruitful interaction between development policy and other areas.

With over 2,100 staff, Enabel manages more than 200 projects in more than twenty countries, in Europe, Africa and the Middle East.

Background

The European Union has launched the Global Gateway, a new European strategy to boost smart, clean and secure infrastructure across the world, and helps to tackle the most pressing global challenges, from combating climate change and improving healthcare systems to boosting the competitiveness and security of global supply chains.

One of the priority areas of Global Gateway is transport, with the aim of integrating African and European multimodal transport networks in line with regional and continental frameworks and adapting these networks to the economic potential of an African continental free trade area. Given that more than 80% of Africa's trade is carried out by sea, the programme will focus on strategic corridors. One major aim of the Global Gateway Africa – Europe Investment Package is to identify and support the creation of strategic, sustainable and secure transport corridors.

Twelve strategic corridors have been identified for improved and greener EU-Africa connectivity. These corridors will facilitate trade and mobility within Africa and between Africa and Europe.

Job description

The Project Manager reports to the Country Director and will oversee a team comprising staff from Enabel (hierarchical supervision), POABi (Port Of Antwerp-Bruges international), Trade Mark Africa (TMA) and UN-Habitat (functional responsibility). He/She will focus on coordination rather than managing technical content, which will remain the responsibility of each MPCA partner and their experts.

Responsibilities:

- You are responsible for the good execution of the project (content, planning, budget, quality);
- You coordinate the realisation of the activities with a view of achieving the project objectives;
- You support the persons indicated to lead the change process;
- You contribute to capacity development of partner organisations;
- You coordinate the learning process on how an intervention contributes to the development of the sector;
- You lead the team placed under your hierarchical responsibility;
- You ensure that relevant results information is available for monitoring and evaluation in order to allow monitoring of performance, decision-making, learning and reporting.

Your profile

Required qualifications

- Master's degree in public/business administration and/or international cooperation.

Required experience

- Minimum 5 years of relevant experience in steering international development projects;
- A good understanding of transport economy sector is required;
- Minimum one relevant professional experience outside your country of origin;
- Strong experience as team manager;
- An experience in EU contract management is an asset;
- Experience in several projects is an asset.

Required skills and knowledge

- In-depth knowledge of project management methodologies;

- Thorough knowledge of the diverse aspects of development cooperation and sustainable development;
- Excellent skills in team coordination and teamwork;
- Good knowledge of pro-active multi-actor partnerships building;
- Capacity to build trust within the team and with the partners;
- Strong knowledge management skills;
- Monitoring and evaluation competences;
- Excellent communication skills;
- You are result oriented;
- A strong and demonstrated knowledge in transport and trade policy is a strong asset;
- You are fluent in spoken and written French or Dutch. Considering the international environment in which you work, excellent knowledge of English is required.

Applicants are also required to commit to the vision, mission and values of Enabel (<https://www.enabel.be/content/enabel-vision-mission-values>).

We offer you

- A fascinating and interesting job in an international environment.
- A contract of 48 months. You are based in Dar Es Salaam with possible travels within the country.
- You are employed by Enabel in the function of “Intervention Manager”. A salary package that comprises the monthly gross salary, in accordance with our salary scales (Class 6), and Enabel expat benefits such as a remoteness, assignment and hardship allowance, (capped) coverage of housing expenses, a moving compensation, an installation compensation, (capped) coverage of school expenses for children accompanying, an insurance package for the whole family, including repatriation insurance, and an annual round-trip flight ticket for each family member.
- In case of expatriation without the (dependent) members of the family, up to six additional round-trip flight tickets to the country of origin or another destination (capped in accordance with Enabel rules).

The various amounts vary in function of relevant recognised experience for the function and family composition.

Following this recruitment procedure a shortlist of successful applicants may be constituted which may be sourced in the next three years for similar job openings.

Every person who fulfils the conditions listed in our job advertisements may apply. Enabel is committed to equal opportunities and diversity in its workforce. We do not discriminate on the basis of gender, origin, age, religion, sexual orientation, disability status or any other factor other than competence.

Are you interested?

Apply here on-line with an application letter and your updated CV, at the latest by 6 October 2024.
Only applications that are registered here via our on-line portal will be considered.

APPLY HERE