

THE UNITED REPUBLIC OF TANZANIA



PRESIDENT'S OFFICE PUBLIC SERVICE RECRUITMENT SECRETARIAT

Ref.No.JA.9/259/01/A/92

28th October, 2024

VACANCY ANNOUNCEMENT

On behalf of Tanzania Meat Board (TMB) Public Service Recruitment Secretariat (PSRS) invites dynamic, proactive, experienced and suitable qualified Tanzanians to fill three (3) vacant posts as mentioned below;

1.0 TANZANIA MEAT BOARD (TMB)

The Tanzania Meat Board (TMB) was established under section 8 of the Meat Industry Act, No. 10 of 2006 (Cap 421). The Board was officially inaugurated on 14th November, 2008. In the light of its legal mandate provided in the Act, the Board plays an important role in regulating and promoting the development of meat sub sector in the country and it has great influence on socio-economic and well-being of the Tanzanian.

1.1 FOOD TECHNOLOGIST GRADE II – 3 POSTS

1.1.1 DUTIES AND RESPONSIBILITIES

Meat Production

- i. To supervise performance of livestock production and processing units in the campus;
- ii. To prepare requirements of livestock production and processing units
- iii. To prepare inputs on annual plans and budgets for of livestock production and processing units
- iv. To supervise students during field practical;
- v. To train farmers on best livestock production and processing practices.
- vi. To participate in departmental planning and budgeting and assists in implementation of planned activities in time;
- vii. To prepare and implement work plan in line with TMB strategic plan and annual Budget;

- viii. To advice livestock keepers on disease control measures;
- ix. To assist in execution, follow up and submission of reports on activities and programmes within the respective departments; and
- x. To perform any other duties as may be assigned by Superiors.

Meat Inspection

- i. To liaise with relevant technical institutions and coordinate provision of appropriate technology for livestock and meat production;
- ii. To promote and coordinate the development of small, medium and large-scale livestock producer, traders and meat processors;
- iii. To promote training and improvement of skills in technological advancement in the meat Industry;
- iv. To organize the meat industry through enactment and enforcement of meat industry laws and regulations.
- v. To collect, compile, analyse and report on the development of the meat industry

Meat Registration

- i. To develop, harmonize and upscale technologies and standards as desired by stakeholders;
- ii. To disseminate information to stakeholders on standards to ensure compliance;
- iii. In collaboration with relevant Quality Control Institutions conduct inspection of products and issuance of Clarence Certificates;
- iv. To conduct inspection of meat processing plants, abattoir, slaughter house, slabs;
- v. To inspect meat transport vehicles/containers, exit points, storage facilities and selling premises.
- vi. To promote and coordinate the development of small, medium and large-scale meat processors;
- vii. To facilitate registration of meat processors; and
- viii. To perform any other duties and responsibilities assigned by one's reporting officer.

1.1.2 QUALIFICATION AND EXPERIENCE

Holder of Bachelor Degree in Food Science and Technology or equivalent qualifications from a recognized institution.

1.1.3 REMUNERATION: TMBS 4

GENERAL CONDITIONS:

- i. All applicants must be Citizens of Tanzania generally with an age not above **45** years 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. A signed application letter should be written either in Swahili or English and Addressed to **Secretary, Presidents Office, and Public Service Recruitment Secretariat P.O. Box**

2320, Utumishi Building at University of Dodoma – Dr. Asha Rose Migiro Buildings – Dodoma.

- xiii. Deadline for application is **10th November, 2024**;
- xiv. Only shortlisted 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>/~~<http://portal.ajira.go.tz>~~ and not otherwise <http://portal.ajira.go.tz> (This address also can be found at PSRS Website, Click '**Recruitment Portal**')*

Released by:

SECRETARY
PUBLIC SERVICE RECRUITMENT SECRETARIAT