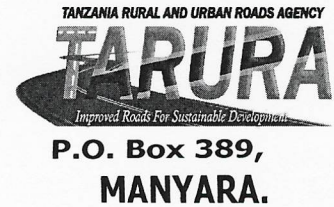


THE UNITED REPUBLIC OF TANZANIA
PRESIDENT'S OFFICE
REGIONAL ADMINISTRATION AND LOCAL
GOVERNMENT
TANZANIA RURAL AND URBAN ROADS
AGENCY (TARURA)



TARURA REGIONAL MANAGER OFFICE – MANYARA

JOB OPPORTUNITY

Ref. No. BA.15/355/01/63

Date: 28/01/2025.

1.0 BACKGROUND OF THE AGENCY

Tanzania Rural and Urban Roads Agency (TARURA) is an Executive Agency of the President's Office, Regional Administration and Local Government, (PO-RALG), established under Section 3 (1) of the Executive Agencies Act. (Cap. 245) by Order published in Government Notice No.211 dated May 12, 2017; and was inaugurated on July 02, 2017. Tanzania Rural and Urban Roads Agency (TARURA) is vested with the responsibility of managing the development, rehabilitation, maintenance, axle load control; environmental and road reserve management of rural and urban roads network for the socio-economic development of Tanzania.

TARURA Manyara Regional Manager Office, on behalf of the Chief Executive intends to recruit self-motivated, qualified, and competent Tanzanians to fill the following vacant posts on temporary contracts for the period of one (01) year.

2.0 Position Title: DRIVER (6 POSTS)

Duty stations: Babati District, Mbulu District, Kiteto District, Simanjiro District and Hanang District.

3.0 EDUCATIONAL/PROFESSIONAL QUALIFICATIONS: -

- i. Holder of Form IV National certificate,
- ii. Class 'C1' or 'E' Driving License who as attended Basic Driving Course offered by VETA or any other recognized Institution.
- iii. Fluent in both Kiswahili and English.
- iv. Must be a Tanzanian Citizen

Work Experience: The Candidate must have driving experience of at least one (1) year without causing an accident

Tel _____ Email: rm.manyara@tarura.go.tz Web: www.tarura.go.tz

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Age Limit: Not above 45 years of Age.

Salary: According to the TARURA scale.

4.0 DUTIES AND RESPONSIBILITIES;

- i. To drive motor vehicles in accordance to road traffic rules and regulations
- ii. To inspect motor vehicle before and after any route /journey in order to identify required maintenances or rehabilitation
- iii. To ensure that a motor vehicle and its equipment's (jack, spanner, spare tyre e.t.c) are available and are in good condition.
- iv. To carry out minor /routine maintenances of vehicle
- v. To ensure that motor vehicle doors and windows are properly locked and safe all the time
- vi. To ensure cleanness of motor vehicle at all time
- vii. To record and maintain records pertaining to any journey in the logbook
- viii. To assist in collecting and dispatching mails
- ix. To report any accident immediately to supervisor and Traffic police
- x. To perform any other related duties as may be assigned by Supervisor.

5.0 MODE OF APPLICATION:

All Interested applicants are invited to apply and submit their handwritten application letters to **Regional Manager, Tanzania Rural and Urban Roads Agency, P. O. BOX 389, BABATI - MANYARA** not later than **11/02/2025** with their complete CVs; copies of all Academic certificates; birth certificates; names of three referees one of whom a former employer; applicants contact telephone number and postal address. **Applicants are reminded to quote the correct reference number of the advert in their application letter.** Only the short-listed candidates will be contacted.

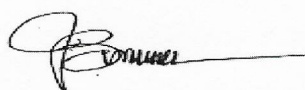
Applicants who have worked with public institutions but have unsatisfactory previous records indicating poor performance and are found guilty of disciplinary offenses shall not be considered and any misrepresentation of such fact shall be subjected to legal measures.

The deadline for submission is **11/02/2025** at **16:00 Hrs.**

This is to insist that:

TARURA is an equal-opportunity employer; Women are highly encouraged to apply.

Issued by:



Eng. Salim J. Bwaya
**REGIONAL MANAGER
MANYARA**



TARURA REGIONAL MANAGER
P.O. Box 389
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