

Internal and External Advert

Open Position: Investigations Officer (1 position)

Office Location: Kilombero, Morogoro

Reports To: Security and Emergency Response Manager

Date of Advert: 13th June 2023

Background – visit us at <https://www.kilomborosugar.co.tz>

Kilombero Sugar Company Limited (KSCL), the largest producer of sugar in the country operating cohesively with Illovo Distillers Tanzania Limited (IDTL) and a member of Illovo Sugar Africa Limited (Africa's largest sugar producer). The Company now invites applicants who are self-motivated, honest, hardworking and committed individuals to fill above mentioned position at Kilombero.

Job Purpose

The successful candidate will assist the Security Manager in carrying out investigations on threats, whether overt or covert that are directed towards Illovo business interests.

Specific Duties and Responsibilities

- Liaising with relevant internal and community stakeholders in collecting of intelligence and information from informants.
- Administer bunches of investigations of thefts, drugs, gender protection and all related corporate frauds and cybercrimes.
- Engaging surrounding community leaders to ensure a sustainable and peaceful coexistence with Illovo and coordinate trainings to promote community intelligence collection.
- Collecting and analysing data of community policing issues and recommending strategies to enhance engagement with the community.
- Keep updated of all legal changes that can affect criminal investigations procedures.
- Do analyses and evaluations of potential recruiting of informants as well as to explore other information sources.
- Take part in joint security operations and required diligences for the recovery of stolen items and arrest potential suspects.
- Generate mitigation measures for existing threats to the business.
- Conducting investigations by attending to tip off anonymous cases which need input from the security department and submitting reports to relevant managers for appropriate actions.
- Assisting in prosecution of company cases by giving all evidence and forensic information in court and during internal disciplinary inquiries.
- Building a network of informants for intelligence gathering for proactive crime management.



Kilombero Sugar Company Limited
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@KilomberoL
Reg No: 2539

Job Qualification and Experience

- Bachelor's Degree in Criminology, Law, Military, Security Management or equivalent.
- Must have undergone Military Service Training.
- Minimum of 3+ years' experience working in investigations or similar role in police/ military service or professional security company.
- Good communication skills, report and statement writing skills, witness interviewing skills with proven track record in investigations.
- Computer literacy.

TERMS OF SERVICE: The successful candidate will be engaged on Permanent Contract.

All interested candidates, who meet the above requirements, please [Click Here](#) to apply for the position on or before **27th June 2023**. Only shortlisted candidates will be contacted.

Kilombero Sugar Company Limited is an equal opportunity employer. Women and people with disability are highly encouraged to apply.



Diana Mwakitwange
Human Resource Head



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Directors : A.R. Mpungwe (Chairman), G.H. Williams (Managing Director), G.B. Dalglish, S.N. Hulilu, M.A. Nyasama, A. Lubbe, D.N. Kasambala.

Internal and External Advert**Open Position: Security & Emergency Response Manager (1 position)****Office Location: Kilombero, Morogoro****Reports To: Estate Support Head****Date of Advert: 13th June 2023****Background** – visit us at <https://www.kilomberosugar.co.tz>

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Job Purpose

The successful candidate will develop, maintain and support efficient and effective security, crime prevention and emergency response expertise and guidance to country leadership.

Specific Duties and Responsibilities

- Manage security contractors (including security services, crime prevention, critical incidents, emergencies and disaster recovery activities) across the full value chain.
- Ensure Security Contractors adhere to minimum standards as per service level agreement (SLA) and develop capabilities required.
- Ensure a fit-for-purpose Emergency Response Team and Incident Control Center is in place.
- Ensure compliance with group minimum standards and process for SCCIDR (security, crime, critical incidents and disaster recovery) with operations, adopt and embed agreed best practices.
- Maintain and regularly enhance the SCCIDR system to respond to emerging threat.
- Establish and implement systems, policies and procedures on security checks and vetting for all personnel prior and during employment with the company.
- Manage administration of access controls at all sites.
- Ensure security related data is captured, monitored, and managed effectively.
- Generate and submit accurate, timely reports in line with group standards.
- Drive continuous improvement by flagging gaps and optimising strategies for handling SCCIDR in the country, including technical reviews on security infrastructure and performance.
- Investigate and manage all security, crime and fraud incidents and all other required investigations including supporting prosecution and follow up cases.
- Develop and maintain effective relationships with relevant internal and external stakeholders.
- Cooperate with civil authorities and emergency responders to ensure immediate response and support is available to all sites where an event occurs.



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- Partner with community Services Coordinator /Manager to assess and mitigate potential security threats.
- Investigate and entrench enablers and new technologies to increase security and crime prevention levels and monitor the effectiveness of the installations.
- Compile and manage security budget with contractor.

Job Qualification and Experience

- Minimum Bachelor's Degree in Criminology, Law, Security Management or similar
- 5+ years' experience working in security at an operations management level.
- SAMTRAC / NEBOSH / HIRA qualification is an added advantage.

TERMS OF SERVICE: The successful candidate will be engaged on Permanent Contract.

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Internal and External Advert**Open Position: Security Investigator (1 position)****Office Location: Kilombero, Morogoro****Reports To: Investigations Officer****Date of Advert: 13th June 2023****Background** – visit us at <https://www.kilomberosugar.co.tz>

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Job Purpose

The successful candidate will enable collecting, collating and sharing of intelligence information to assist in deterring potential crime on the estate.

Specific Duties and Responsibilities

- Liaising with relevant internal and community stakeholders in collecting of intelligence and information from informants.
- Following up on case with police, prosecutors and the courts to monitor conviction success.
- Collating of crime data and statistics and capturing in relevant Illovo database.
- Identification of potential suspects, location weaknesses and asset vulnerability in order to alert management of security improvement needs and to enhance general vigilance of all role players.
- Assist with investigations into tip-offs, incidents and accidents.
- Produces investigation reports following closure of incident investigations.
- Conduct undercover work on the estate as part of investigations and intelligence gathering.
- Interview and recording of witnesses and suspects statements in relation to various security and safety incidents.
- Preservation and custodianship of evidence at incident site and where applicable identifies witnesses to the incident by acting as first responders thereto.
- Work as effective witness for disciplinary and court cases emanating from security incidents on the estate.

Job Qualification and Experience

- Diploma or certificate from a recognized institution.
- 2+ years' experience working in incident investigations.
- Good communication skills and able to interpret and apply new information.
- Mentally and physically fit.



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