

JOB VACANCY

ABOUT US:

Tanzania Commercial Bank is a Bank that provides competitive financial services to our customers and creates value for our stakeholders through innovative products with a vision "to be the leading bank in Tanzania in the provision of affordable, accessible and convenient financial services". As part of 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.

Position:	Project Manager
Department:	Project Management
Reports to:	Chief Executive Officer
Level:	Manager
Location:	Head Office Dar- Es –Salaam

POSITION OBJECTIVE

Provide a wide variety management of projects from inception to completion, utilizing skills in planning, coordination, and team leadership to deliver high-quality results on time and within budget. With a focus on clear communication, risk mitigation, and stakeholder engagement to drive project success and exceed expectations while fostering a collaborative and motivating work environment.

KEY RESPONSIBILITIES

- Developing detailed project plans to guide staff members and project teams and revising based on changing needs and requirements;
- Plan, execute and supervise projects to meet Bank goals and success markers
- Identify and assigning project tasks based on skill sets, experience and strengths of staff members;
- Manage the project team;
- Monitor project milestones, timeline and budget are met and adhered to;

- Developing excellent leadership, customer relations and communication skills to liaise effectively with all projects stakeholder.
- Provide lead and roadmap to the digital products implementation and financial inclusion projects – partners and donor funds projects management of financial inclusion;
- Work effectively with relevant stakeholders for efficient project implementation;
- Communicate effectively with stakeholders and providing reports on project progress;
- Compile and submit projects status reports to clients, management and other stakeholders;
- Manage project documentation and ensuring resource availability and allocation;

QUALIFICATIONS, SKILLS AND EXPERIENCE

Holder of Bachelor Degree in Project Management, Business Information Technology, Computer science, Electronic Science & Communication, Computer Engineering Information & Technology, Electronics Engineering, Telecommunication Engineering, & statistics or equivalent qualifications from recognized institutions. Must at least eight (8) years working experience in Banking Industry or Financial Institutions. (Master's degree is an added advantage).

- Strong understanding of project management methodologies and best practices, with experience.
- Excellent leadership and interpersonal skills, with the ability to effectively collaborate with diverse stakeholders and motivate cross-functional teams.
- Exceptional organizational and problem-solving abilities, with a keen attention to detail and a focus on delivering high-quality results.
- Proficiency in project management tools and software, such as Microsoft Project and familiarity with relevant technology platforms and systems.

PERSONAL ATTRIBUTES AND BEHAVIOURAL COMPETENCIES

- Ability to demonstrate Tanzania Commercial Bank core values:
- Customer Focus, trustworthy, Creativity, Teamwork and Excellence
- Ability to priorities work and to meet deadlines.
- Ability to work quickly, accurately and consistently when under pressure.



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- A methodical and well-organized approach to work.
- Mature and able to work in a confidential environment.
- Has sound judgment, common sense and good humour.
- The position will attract a competitive salary package and fringe 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, work experiences, and application letter. Other credentials will be submitted during the interview for authentic check & 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.

Deadline of the Application is 1st April 2024.