

**THE UNITED REPUBLIC OF TANZANIA**



**PRESIDENT'S OFFICE  
PUBLIC SERVICE RECRUITMENT SECRETARIAT**

**Ref.No.JA.9/259/01/A/505**

**2<sup>nd</sup> April, 2024**

**VACANCY ANNOUNCEMENT**

On behalf of Water Institute (WI), Livestock Training Agency (LITA), Fisheries Education and Training Agency (FETA), Marine Parks and Reserves Unit (MPRU) and Tanzania Fisheries Research Institute (TAFIRI) Public Service Recruitment Secretariat (PSRS) invites dynamic and suitable qualified Tanzanians to fill eleven (11) vacant posts as mentioned below;

**1.0 WATER INSTITUTE (WI)**

The Water Institute (WI) is a higher learning Institute and a Government Executive Agency that was established by Government Notice No. 138 of 22 August 2008 according to the Executive Agencies Act (cap.245). The aim of the Institute is to provide quality expertise in the water sector through training and consultancy and research services under the policy guidelines of the Ministry of Water. Its objective is to provide quality training, research and consultancy services and other services to all water sector stakeholders to meet national and international standards.

**1.0.1 ASSISTANT LECTURER – QUANTITY SURVEYING - 1 POST (RE -ADVERTISED)**

**1.0.2 DUTIES AND RESPONSIBILITIES**

- i. To teach up to NTA level 8 (Bachelor's Degree);
- ii. To conduct tutorial and practical exercises for students;
- iii. To prepare learning resources;
- iv. To conduct research and innovation activities;

- v. To carry out consultancy and community/outreach services, and
- vi. To perform any other duties as assigned by relevant authority at the Institute.

### **1.0.3 QUALIFICATION AND EXPERIENCE**

Holder of a Master's Degree (NTA Level 9) in one of the following fields: -Project Management, Water Resource Management, Environment Science and a Bachelor Degree (NTA Level 8) or its equivalent qualification in one of the following fields: - Quantity Surveying, Building Economics, Construction Economics or related fields with GPA of 3.5 (out of 5.0). Being registered by Architects and Quantity Surveyors Registration Board (AQRB) as a Quantity Surveyor is an added advantage.

### **1.0.4 SALARY SCALE: PHTS 2.**

## **2.0 LIVESTOCK TRAINING AGENCY (LITA)**

The Livestock Training Agency (LITA) was established as a Government Executive Agency under the Ministry of Livestock and Fisheries in accordance with the Executive Agency Act No. 30 (Cap. 245) of the year 1997 and its subsequent amendments. The agency was established on 1st September, 2011 and started to execute its core functions in the financial year 2012/2013.

### **2.0.1 ASSISTANT TUTOR (ICT) - 1 POST**

#### **2.0.2 DUTIES AND RESPONSIBILITIES**

- i. To facilitate learners up to basic technician certificate (NTA level 4);
- ii. To assess learners acquired competences at NTA level 4;
- iii. To assist in conducting practical exercises for learners under close supervision up to technician certificate (NTA level 5);
- iv. To prepare learning resources for facilitating learning;
- v. To carry out project assignments under close supervision; and
- vi. To performs any other duties assigned by Superiors.

### **2.0.3 QUALIFICATION AND EXPERIENCE**

Holder of Ordinary Diploma (NTA level 6 or equivalent) with minimum GPA of 3.0 out of 5.0 in Information and Communication Technology or Computer Sciences from a recognized Institution and

must be ready to be registered as a Technical Assistant Tutor.

#### **2.0.4 REMUNERATION: PTSS 7**

### **3.0 FISHERIES EDUCATION AND TRAINING AGENCY (FETA)**

The Fisheries Education and Training Agency (FETA) is an Executive Agency established under the Executive Agency Act No. 30 of 1997. It was established in 28 October 2011 by merging former fisheries training institutes MFDC and NFFI. The Agency was registered and accredited by the National Council for Technical Education (NACTE) in the year 2005 with registration Number REG/ANE/002 for MFDC and REG/ANE/014 for NFFI.

#### **3.0.1 TUTOR II – MARINE ENGINEERING – 1 POST (RE-ADVERTISED)**

##### **3.0.2 DUTIES AND RESPONSIBILITIES**

- i. To teach programs up to NTA level 6 and may assist teaching in higher levels;
- ii. To conduct examination up to NTA level 7;
- iii. To conduct tutorial sessions for students;
- iv. Set assignments and supervises presentations and tutorial classes;
- v. To prepare aquaculture learning resources; and
- vi. To perform any other duties as assigned by the Head of Department or senior staff.

##### **3.0.3 QUALIFICATION AND EXPERIENCE**

Holder of Bachelor Degree (NTA 8) in Marine Engineering from recognized Institutions.

##### **3.0.4 SALARY SCALE: PTSS 10**

#### **3.0.5 ASSISTANT TUTOR II – MASTER FISHERMAN- 1 POST (READVERTISED)**

##### **3.0.6 DUTIES AND RESPONSIBILITIES**

- i. To teach programs up to NTA level 4 and may assist teaching in higher NTA levels;
- ii. To prepare learning resources for practical exercises;
- iii. To assist in carrying out aquaculture consultancy and community services;
- iv. To assist in conducting practical exercises for students in the department under close supervision up to level 5;
- v. To train fish farmers on aquaculture technology;
- vi. To prepare material for practical exercises; and
- vii. To perform any other duties assigned by supervisors.

### **3.0.7 QUALIFICATION AND EXPERIENCE**

Holder of Ordinary Diploma (NTA level 6) in Master fisherman from recognized Institutions.

### **3.0.8 SALARY SCALE: PTSS 7**

## **4.0 MARINE PARKS AND RESERVES UNIT (MPRU)**

The Marine Parks and Reserves Unit (MPRU) was established under the Marine Parks and Reserves (MPRU) Act 29 of 1994. The MPRU is Managed by the Board of Trustees whose role among other things is to oversee management of marine parks and reserves operating under auspice of MPRU, formulating policies on Marine Protected Areas (MPAs) and related facilities, and advise the responsible Minister (currently the Minister of Agriculture, Livestock and Fisheries) on approval, revision and amendment of general management plan of any Marine Parks including other legislative matters pertaining to the conservation and Management of Coastal and Marine resources.

### **4.0.1 PARK RANGER II – 1 POST**

#### **4.0.2 DUTIES AND RESPONSIBILITIES**

- i. To participate in patrol activities in MPA;
- ii. To assist liaison with local communities on enforcement and patrol logistics;
- iii. To keep working facilities used for conducting patrols and other conservation activities;
- iv. To arrest law offenders and giving exhibit/evidence before the court of law;
- v. To participate in provision of visitor services (guiding services, interpretation and rescue), where needed;
- vi. To participate in clearing and maintenance of nature trails and ruins in the MPAs;
- vii. To conduct and prepare patrol reports; and
- viii. To perform any other official duties as may be assigned by supervisor.

### **4.0.3 QUALIFICATION AND EXPERIENCE**

Holder of form four IV and VI Secondary Education, with Certificate (NTA Level 5) in one of the following fields: Aquaculture, Fisheries, Wildlife, Fish Processing, Environmental and Coastal Resource Management, Marine Science or Natural Resource Management or equivalent qualifications from a recognized institution. Possession of Certificate in Basic Military Training from the national service will be an added advantage.

### **4.0.4 SALARY SCALE: PGSS 2.**

#### **4.0.5 FERRY/BOAT OPERATOR – 2 POSTS (RE-ADVERTISED)**

##### **4.0.6 DUTIES AND RESPONSIBILITIES**

- i. To handle and operate boat and other equipment during operations at sea;
- ii. To prepare all essential gears on board;
- iii. To ensure safety of all sea going personnel in the boat;
- iv. Keep and maintain records of log books/sheets for all boat trips;
- v. Participate in all activities required for management of boat equipment, service and spare parts;
- vi. To maintain order and good storage of all appliances required for boat operations including seat trails, boat slipways, anchors, ropes, boat house, etc;
- vii. To prepare fuel for all trips to be made by boats;
- viii. To maintain general services of boats, engines, boat yards and slipways and all other appliances;
- ix. To prepare monthly report of activities performed;
- x. To be in-charge of all sea going trips; and
- xi. To perform any other official duties as may be assigned by supervisor.

##### **4.0.7 QUALIFICATION AND EXPERIENCE**

Holder of Diploma (NTA level 6) in one of the following fields:- Master Fisherman, Marine Engineering, Marine Operations or equivalent qualifications from recognized institutions. The candidate must have completed course in small vessel operator, in Marine rescue and Swimming, Crowd Management and passenger safety.

##### **4.0.8 SALARY SCALE: PGSS 4.**

#### **5.0 TANZANIA FISHERIES RESEARCH INSTITUTE (TAFIRI)**

The Tanzania Fisheries Research Institute (TAFIRI) was established by the Act of Parliament No.6 of 1980 to promote, conduct, supervise, and co-ordinate fisheries in Tanzania. The Institute is governed by the Board of Directors. This Institute is comprised of four Centers and one substation: the Mwanza Centre and Sota Substation on Lake Victoria, Kigoma Centre on Lake Tanganyika, Kyela Centre on Lake Nyasa (Malawi) and Dar es Salaam Centre on the Indian Ocean. The Institute Headquarters is located at Kunduchi in Dar es Salaam.

##### **5.0.1 DECKHAND AUXILLARY II - 3 POSTS**

##### **5.0.2 DUTIES AND RESPONSIBILITIES**

- i. To perform manual skilled duties like painting of the vessel, mending and repairing of fishing

- gears and deck equipment under the supervision and training of Senior Crew Members;
- ii. To perform general cleanliness duties;
  - iii. To assist handling and operation of deck machinery;
  - iv. To ferry research equipment, to and from research vessel;
  - v. To participate in the lubrication duties of the vessel and carry out minor repair under guidance of senior crew members; and
  - vi. To perform any other duties as may be assigned by immediate supervisor.

### **5.0.3 QUALIFICATION AND EXPERIENCE**

Holder of a Secondary Education Certificate plus Certificate (NTA level 4) in one of the following fields: Navigation and fishing Science, Fishing and Fisheries Technology, Master-fisherman, Nautical Science or equivalent qualifications from a recognized Institution.

### **5.0.4 SALARY SCALE: PGSS 3**

#### **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  
An applicant should indicate three reputable referees with their reliable contacts
- x. Certificates from foreign examination bodies for Ordinary or Advanced level education should be verified by The National Examination Council of Tanzania (NECTA).
- xi. 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).
- xii. 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 **15<sup>th</sup> April, 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**