

THE UNITED REPUBLIC OF TANZANIA



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

Ref.No. JA.9/259/01/39

17th September, 2021

VACANCY ANNOUNCEMENT

On behalf of Tanzania Industrial Research Development Organization (TIRDO) and Tanzania Shipping Agencies Corporation (TASAC), Public Service Recruitment Secretariat (PSRS) invites dynamic and suitable qualified Tanzanians to fill **4** vacant posts mentioned below.

1.0 TANZANIA INDUSTRIAL RESEARCH DEVELOPMENT ORGANISATION (TIRDO)

Tanzania Industrial Research and Development Organization (TIRDO) is a Multi-Disciplinary Research and Development Organization established by the Act of Parliament No. 5 of 1979. It became operational on 1st April, 1979. Its mandate is to assist industrial sector in Tanzania by providing technical expertise and support services. Furthermore TIRDO is mandated to carry out applied research, for the development of suitable technologies, and value addition to indigenous resources through industrial processing.

1.0.1 ENGINEER II (MECHANICAL) - 1 POST

1.0.2 DUTIES AND RESPONSIBILITIES

- i. To carry out maintenance, service and repair of variety of Machines;
- ii. To prepare maintenance costs and costing of materials;
- iii. To ensure that job cards for maintenance and repair are properly raised;
- iv. To ensure proper valuation of jobs to achieve value for money; and
- v. To perform any other related duties a may be assigned by Supervisor

1.0.3 QUALIFICATION AND EXPERIENCE

Bachelor Degree or Advanced Diploma in Mechanical Engineering from recognized Institution.
Candidate must be registered as graduate Engineer and computer literate.

1.0.4 REMUNERATION

As per TIRDO Salary Scale.

2.0 TANZANIA SHIPPING AGENCIES CORPORATION (TASAC)

Tanzania Shipping Agencies Corporation (TASAC) is a Public Institution established under the Tanzania Shipping Agencies Act No. 14 of 2017. The Corporation is a body corporate established to Promote and Manage Shipping Agencies and Regulate Maritime Transport in Mainland Tanzania, assuming the rights and responsibilities of Maritime Transport Services which were previously performed by the resolved SUMATRA.

2.0.1 FLAG AND PORT STATE CONTROL OFFICER II - 2 POSTS

2.0.2 DUTIES AND RESPONSIBILITIES

- i.** To assist in the process for tonnage measurement or marking of vessels before registration in accordance with the applicable regulations;
- ii.** To assist in arrangements pertaining to ship registration, deregistration, mortgages and liens and any other matters related to registration and licensing of vessels;
- iii.** To prepare the necessary certificates or documents for issuance to the applicants in respect of registration and licensing of vessels; and maintain ships registered or licensed;
- iv.** To assist in carrying out surveys and inspections for Tanzanian flagged vessels and foreign flagged vessels calling in Tanzanian ports;
- v.** To assist in the process of carrying out Maritime casualties or incident preliminary investigations;
- vi.** To assist in the preparation of certificates or detention notices to be issued to vessels;

- vii. To ensure that individual objectives/targets and performance standards are developed as part of the individual performance agreement in consultation with the immediate superior; and
- viii. To perform other official duties as assigned by Supervisor.

2.0.3 QUALIFICATION AND EXPERIENCE

Bachelor Degree or Advanced Diploma either in Nautical Science, Maritime Transportation, Marine Engineering, Naval Architecture, Mechanical Engineering, or Chief Mate on a ship up to 3000GT (STCW regulation II/2) or second Engineer Officer on Ships up to 3000kW propulsion power (STCW regulation III/3).

2.0.4 TERMS OF EMPLOYMENT

Permanent and Pensionable Terms after completion twelve (12) months of probation.

2.0.5 REMUNERATION

Attractive remuneration package will be offered as per TASAC Salary Scheme.

2.0.6 MARITIME REGISTRATION OFFICER II - 1 POST

2.0.7 DUTIES AND RESPONSIBILITIES

- i. To assist in the process for tonnage measurement or marking of vessels before registration in accordance with the applicable regulations;
- ii. To assist in the process for ship registration, deregistration, mortgages and liens and any other matters related to registration and licensing of vessels;
- iii. To assist the process for the determination of vessel stability and carrying capacity;
- iv. To assist in preparing of the necessary a certificates or documents for issuance to the applicants in respect of registration and licensing of vessels; and maintain central records of ships registered or licensed;
- v. To assist in carrying out surveys and inspections for Tanzanian flagged vessels and foreign flagged vessels calling in Tanzania mainland ports;

- vi. To assist in the process of carrying out Maritime casualties or incident preliminary investigations;
- vii. To assist in the preparation of a certificates or detention notices to be issued to vessels; and
- viii. To perform other official duties as may be assigned by Supervisor from time to time.

2.0.8 QUALIFICATION AND EXPERIENCE

Bachelor Degree or Advanced Diploma either in Nautical Science, Maritime Transportation, Naval Architecture, Marine Engineering, Mechanical Engineering, or Chief Mate on Ships up to 3000 GT (STCW regulation II/2) or Second Engineer on ships up to 3000kW propulsion power (STCW regulation III/3).

2.0.9 TERMS OF EMPLOYMENT

Permanent and Pensionable Terms after completion twelve (12) months of probation.

2.0.10 REMUNERATION

Attractive remuneration package will be offered as per TASAC Salary Scheme.

GENERAL CONDITIONS

- i. All applicants must be Citizens of Tanzania generally with an age not above **45** years of age except for those who are in Public Service;
- ii. Applicants must attach an up-to-date Curriculum Vitae (CV) having reliable contacts; Postal address/post code, e-mail and telephone numbers;
- iii. Applicants should apply on the strength of the information given in this advertisement;
- iv. 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;
- v. Attaching copies of the following certificates is strictly not accepted:-
 - Form IV and form VI results slips;

- Testimonials and all Partial transcripts;
- vi. An applicant must upload recent Passport Size Photo in the Recruitment Portal;
- vii. An applicant employed in the Public Service should route his application letter through his respective employer;
- viii. An applicant who is retired from the Public Service for whatever reason should not apply;
- ix. 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. An applicant with special needs/case (disability) is supposed/advised to indicate;
- xiii. A signed application letter should be written either in Swahili or English and Addressed to *Secretary, Presidents Office, Public Service Recruitment Secretariat, P.O. Box 2320, University of Dodoma, Utumishi Building /Asha Rose Migiro Buildings - Dodoma.*
- xiv. Deadline for application is **30th September, 2021**;
- xv. Only short listed candidates will be informed on a date for interview and;
- xvi. 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/> and not otherwise (This address also can be found at PSRS Website, Click '**Recruitment Portal**')*

Released by:

**SECRETARY
PUBLIC SERVICE RECRUITMENT SECRETARIAT**