

THE UNITED REPUBLIC OF TANZANIA



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

Ref.No.JA.9/259/01/A/61

25thMarch, 2022

VACANCY ANNOUNCEMENT

On behalf of Tanzania Shipping Agencies Corporation (TASAC) and Open University of Tanzania (OUT), Public Service Recruitment Secretariat (PSRS) invites dynamic and suitable qualified Tanzanians to fill **6** vacant post mentioned below;

1.0 TANZANIA SHIPPING AGENCY CORPORATION (TASAC)

Tanzania Shipping Agencies Corporation (TASAC) was established under Tanzania Shipping Agencies Act No. 14 of 2017 to regulate the Maritime Transport Industry in Mainland Tanzania. It provides role of maritime administration, regulate maritime sector and facilitate shipping business and carry out shipping agency business. Section 31(1) and (2) of the TASAC Act establishes The Registrar who is appointed by the Minister for Works and Transport through competitive procedures.

1.0.1 REGISTRAR - 1 POST

1.0.2 JOB PURPOSE

To manage and ensure safety and quality of seafarers, wrecks and ships along with responsibility for Tanzania Ship Registrar and marine environment.

1.0.3 DUTIES AND RESPONSIBILITIES

- i. To provide guidelines on registration and de registration of ships;

- ii. To study and recommend for approval e ship drawings and plans for new build and all ships under major alterations;
- iii. To supervise and conduct all kind of surveys and tonnage measurement of ships and issuance of relevant safety certificates;
- iv. To supervise and provide guidance on inspection, registration and licensing of ships;
- v. To maintain and update a Register of Tanzanian Ships registered or licensed under the Merchant Shipping Act, 2003;
- vi. To prepare periodic implementation reports on implementation of maritime safety, security and environment activities;
- vii. To oversee implementation of United Nations Convention on the Law of the Sea (UNCLOS) related to maritime safety, security and prevention of marine environment and IMO Instruments including Conventions (SOLAS, MARPOL, STCW, LOAD LINES, COLREGS, TONNAGE); Protocols, Amendments, Recommendations, Codes, Guidelines and Resolutions;
- viii. To implement and enforce regulations and standards on maritime safety, security and prevention of marine environmental pollution and prepare reports;
- ix. To assess and recommend for accreditation of maritime training institutions and training programmes in Mainland Tanzania in liaison with NACTE;
- x. To assess seafarers' qualifications and issue professional qualification certificates (Certificate of Competency-CoC);
- xi. To carry out investigations on marine accident and violation of regulations and oversee timely removal of wrecks;
- xii. To coordinate National Search and Rescue (SAR) matters and prevention of marine environmental pollution from ships including operation of Maritime Rescue Coordination Centres (MRCC) in Tanzania mainland;
- xiii. To manage and approve shipboard and training equipment (engine and deck simulators);
- xiv. To manage safety navigation in Tanzanian waters and oversee the security of Tanzania ships and ports facilities;

- xv. To oversee matters related to maritime security, including port facilities, ship security inspections and issuing Document of Compliance and Ship Security Certificates;
- xvi. To coordinate preparation, review and implementation of National Oil Response Plan for both Coastal and Inland waters and prepare periodic reports;
- xvii. To take action against unsafe ships operating in Tanzania waters;
- xviii. To monitor and evaluate performance of staff working under this Directorate; and
- xix. To perform any other official duties as may be assigned by the Director General from time to time.

1.0.4 QUALIFICATIONS AND EXPERIENCE

- Holder of Master Degree in Nautical Science, Maritime Safety, Engineering, Naval Architecture, Maritime Law and Policy, Maritime Transport, Marine Environmental Management,
- Master (STCW regulation II/2) or Chief Engineer Officer (STCW regulation III/2) Certificate of Competency with seagoing service or equivalent qualifications from recognized institution
- Possesses at least ten (10) years working experience, 5 years of which shall be at managerial positions in a maritime sector.

1.0.5 PERSONNEL ATTRIBUTES AND COMPETENCE

- i. Must be innovative and results- oriented;
- ii. Must have the ability to maintain a multi- task focus;
- iii. Must demonstrate integrity and professionalism;
- iv. Must be a computer literate; and
- v. Must be able to deal effectively and timely with demanding situation.

1.0.6 SALARY SCALE

As per TASAC salary scale

2.0 THE OPEN UNIVERSITY OF TANZANIA

The Open University of Tanzania (OUT) is a public university, established by the Act of Parliament No 17 of 1992. Since 1st January, 2007, the University has been operating

under the OUT Charter Inc. of 2007, which is in line with the Universities Act No. 7 of 2005. Its stated mission is “to provide relevant, quality, flexible, accessible, and affordable open online education, research and services to the community for social economic development of Tanzania and the rest of the world. The Open University of Tanzania operates through its temporary headquarters in Kinondoni, Dar es Salaam and its 30 regional centers in each region of Tanzania Mainland including Coordination Centers in Tanzania Islands – Unguja and Pemba in Zanzibar.

2.0.1 LECTURER- INTERNATIONAL TRADE AND INVESTMENT/ INTERNATIONAL CRIMINAL JUSTICE - 1 POST-RE-ADVERTISED

2.0.2 WORK STATION: REGIONAL CENTER-ARUSHA

2.0.3 DUTIES AND RESPONSIBILITIES

- i.** To teach face to face sessions and lead seminars;
- ii.** To undertake induction course in pedagogic skills for those who had none before;
- iii.** To undertake individual research and participate in bigger multi-disciplinary research projects;
- iv.** To prepare manuals and case studies for training;
- v.** To offer close supervision and guidance to undergraduate and postgraduate students;
- vi.** To manage undergraduate programmes; and
- vii.** To undertake consultancy projects.

2.0.4 QUALIFICATION AND EXPERIENCE

Possession of PhD, Master degree either in International Trade and Investment or International Criminal Justice with at least a GPA of 4.0 out of 5, and a minimum GPA of 3.8 out of 5 or its equivalent in the first degree with minimum score of B+ in relevant subjects or its equivalent. The applicant must be computer literate, capable of using ICT to enhance teaching and learning.

2.0.5 SALARY SCALE-PUTS 3.3

2.0.6 LECTURER- HUMAN NUTRITION/FOOD SCIENCE-1 POST-RE-ADVERTISED

2.0.7 WORK STATION: REGIONAL CENTER-KIGOMA

2.0.8 DUTIES AND RESPONSIBILITIES

- i.** To teach face to face sessions and lead seminars;
- ii.** To undertake induction course in pedagogic skills for those who had none before;
- iii.** To undertake individual research and participate in bigger multi-disciplinary research projects;
- iv.** To prepare manuals and case studies for training;
- v.** To offer close supervision and guidance to undergraduate and postgraduate students;
- vi.** To manage undergraduate programmes; and
- vii.** To undertake consultancy projects.

2.0.9 QUALIFICATION AND EXPERIENCE

Possession of PhD, Master degree in Human Nutrition/Food Sciences with at least a GPA of 4.0 out of 5, and a minimum GPA of 3.8 out of 5 or its equivalent in the first degree with minimum score of B+ in relevant subjects or its equivalent. The applicant must be computer literate, capable of using ICT to enhance teaching and learning.

2.0.10 SALARY SCALE-PUTS 3.3

2.0.11 LECTURER- SPECIAL AND INCLUSIVE EDUCATION - 1 POST-RE-ADVERTISED

2.0.12 WORK STATION: REGIONAL CENTER-NJOMBE

2.0.13 DUTIES AND RESPONSIBILITIES

- i.** To teach face to face sessions and lead seminars;
- ii.** To undertake induction course in pedagogic skills for those who had none before;
- iii.** To undertake individual research and participate in bigger multi-disciplinary research projects;

- iv. To prepare manuals and case studies for training;
- v. To offer close supervision and guidance to undergraduate and postgraduate students;
- vi. To manage undergraduate programmes; and
- vii. To undertake consultancy projects.

2.0.14 QUALIFICATION AND EXPERIENCE

Possession of PhD, Master degree in Special and Inclusive Education with at least a GPA of 4.0 out of 5, and a minimum GPA of 3.8 out of 5 or its equivalent in the first degree with minimum score of B+ in relevant subjects or its equivalent. The applicant must be computer literate, capable of using ICT to enhance teaching and learning.

2.0.15 SALARY SCALE-PUTS 3.3

2.0.16 ASSISTANT LECTURER-PROCUREMENT AND SUPPLY CHAIN MANAGEMENT-1 POST-RE-ADVERTISED

2.0.17 WORK STATION: REGIONAL CENTER-KINONDONI

2.0.18 DUTIES AND RESPONSIBILITIES

- i. To write new study materials, scripts for radio broadcast, video and audio cassettes, various reports and papers;
- ii. To adopt and/or supplement existing materials;
- iii. To liaise with course writers, editors, reviewers, producers, artists, coordinators and other Members of the course team;
- iv. To revise course materials and audio programmes;
- v. To give public lectures, tutor and lead academic discussions;
- vi. To set and mark course assignments and/or tests, examinations supervision of field work, practical and all other related academic activities;
- vii. To encourage and motivate students to improve academically;
- viii. To help identify and set up local study groups; and
- ix. To conduct research work and disseminate research findings.

2.0.19 QUALIFICATION AND EXPERIENCE

Possession of a Master's Degree in a Procurement and Supply Chain Management with at least a GPA of 4.0 and a minimum GPA of 3.8 or equivalent in the first degree with a minimum of B+ in the Relevant Subject or its equivalent.

2.0.20 SALARY SCALE-PUTS 2.1

2.0.21 ASSISTANT LECTURER- LAND LAW AND CONVEYANCE/INTELLECTUAL PROPERTY LAW/EQUITY AND TRUST - 1 POST-RE-ADVERTISED

2.0.22 WORK STATION: REGIONAL CENTER-SIMIYU

2.0.23 DUTIES AND RESPONSIBILITIES

- i. To write new study materials, scripts for radio broadcast, video and audio cassettes, various reports and papers;
- ii. To adopt and/or supplement existing materials;
- iii. To liaise with course writers, editors, reviewers, producers, artists, coordinators and other Members of the course team;
- iv. To revise course materials and audio programmes;
- v. To give public lectures, tutor and lead academic discussions;
- vi. To set and mark course assignments and/or tests, examinations supervision of field work, practical and all other related academic activities;
- vii. To encourage and motivate students to improve academically;
- viii. To help, identify and set up local study groups; and
- ix. To conduct research work and disseminate research findings.

2.0.24 QUALIFICATION AND EXPERIENCE

Possession of a Master's Degree either in Land Law and Conveyance, Intellectual Property Law, Equity and Trust or in relevant field with at least a GPA of 4.0 and a minimum GPA of 3.8 or equivalent in the first degree with a minimum of B+ in the Relevant Subject or its equivalent.

2.0.25 SALARY SCALE-PUTS 2.1

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, Utumishi Building at University of Dodoma - Asha Rose Migiro Buildings -Dodoma.

- xiv. Deadline for application is **07th April, 2022**;
- 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:

**ACTING SECRETARY
PUBLIC SERVICE RECRUITMENT SECRETARIAT**