



JAMHURI YA MUUNGANO WA TANZANIA  
WIZARA YA VIWANDA NA BIASHARA  
**CHUO CHA ELIMU YA BIASHARA (CBE)**  
(Kimeanzishwa kwa Sheria ya Bunge Sura ya 315 Marejeo ya 2002)



Unapojibu tafadhali taja:

**REF. NO. BA. 531/611/01/63**

**28<sup>th</sup> November, 2023**

**EMPLOYMENT OPPORTUNITY**

Applications are invited from suitable, qualified and experienced Tanzanians to fill the following vacant positions at the College of Business Education. The College of Business Education was established by the College of Business Education Act CAP 315 R.E. 2002 (CBE Act). It is a Public Higher Learning Institution which provides Teaching, Research and Consultancy Services in the fields of Accountancy, Procurement and Supplies Management, Marketing Management, Metrology and Standardization, ICT, General Management and other business-related disciplines. The College obtain permit to recruit employees for the following positions on **ONE YEAR** employment contract:

**1.0 ASSISTANT NURSING OFFICER II - 4 POSTS**

**1.1 QUALIFICATION AND EXPERIENCE:**

Holder of Diploma in one of the following fields; Nursing, Midwifery or equivalent qualifications from recognized institutions and has been registered with Tanzania Nurses and Midwives Council.

**1.2 DUTIES AND RESPONSIBILITIES:**

- i. To provide nursing services;
- ii. To collect relevant health statistics;
- iii. To provide supportive supervision to the junior staffs;
- iv. To provide health education to patients and community in general;
- v. To provide family planning education;
- vi. To provide counselling; and
- vii. To perform any other related duties as may be assigned by the supervisor.

**1.3 Salary Scale: PMGSS 4**

## 2.0 GENERAL CONDITIONS:

- i. All applicants must be Citizens of Tanzania with age not above 45 years of age;
- 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 must attach their certified copies of the following certificates:
  - Holder of Diploma in one of the following fields;
  - Nursing, Midwifery or equivalent qualifications from recognized institutions;
  - Form IV and Form VI National Examination Certificates;
  - Birthday certificate and
  - National Identification Card
  - Registered with Tanzania Nurses and Midwives Council;
- iv. Attaching copies of the following is strictly not accepted:
  - Form IV and form VI results slip;
  - Testimonials and all partial transcripts;
- v. An applicant who is retired from the Public Service for whatever reason should not apply;
- vi. An applicant should indicate three reputable referees with reliable contacts;
- vii. Professional certificates from Foreign Universities and other training institutions should be verified by the Tanzania Commission for Universities (TCU) and National Council for Technical and Vocational Education and Training (NACTVET);
- viii. Applicants with special needs or disability are advised to indicate;
- ix. Only short-listed candidates will be informed on the date of interview and;
- x. Presentation of forged certificates and other information will necessitate legal action.

#### **4.0 APPLICATIONS:**

Interested applicants should submit their applications to the following postal address:

Acting Rector

College of Business Education (CBE)

Bibi Titi Mohamed Road

P. O. Box 1968

**DAR ES SALAAM**

The deadline for submitting applications is 14 days from the date of advertisement. Successful applicants should be ready to work in any region namely Dar es Salaam, Dodoma, Mwanza or Mbeya.