

# THE UNITED REPUBLIC OF TANZANIA



## PRESIDENT'S OFFICE PUBLIC SERVICE RECRUITMENT SECRETARIAT

Ref.No.JA.9/259/01/A/122

30<sup>th</sup> June, 2022

### VACANCY ANNOUNCEMENT

On behalf of Sokoine University of Agriculture (SUA), Public Service Recruitment Secretariat invites qualified Tanzanians to fill ( 37 ) vacant posts mentioned below.

#### 1. SOKOINE UNIVERSITY OF AGRICULTURE (SUA)

Sokoine University of Agriculture (SUA) was established on the 1<sup>st</sup> July, 1984 by the Act of Parliament No.6 of the same year, which was repealed by the Universities Act No.7 of 2005 from which the SUA charter was granted in 2007. The vision of the University is to be a leading University in the provision of quality knowledge, skills and innovations in agriculture and allied sciences

**1.0 Position:** Laboratory Assistant II (Assistant to Academician) (7 posts)

**Duty Station:** Morogoro

**Qualifications:** Holder of Certificate in one of the following fields: Laboratory Sciences, Laboratory Technology or equivalent qualifications from a recognized Institution.

#### **Duties and Responsibilities**

- i To assist in preparations of Samples/Specimens for laboratory use;
- ii To make necessary preparations to facilitate conducts of laboratory tests;
- iii To maintain cleanliness in the Laboratory including cleaning of equipment and glassware;
- iv To assist in carrying out routine/specialized tests;
- v To assist in carrying out specified tasks connected with laboratory analysis, consultancy and services;
- vi To collect and take care of equipment involved in teaching;
- vii To assist in collecting and preparing laboratory teaching materials;
- viii To assist in preparing, implementing, maintaining and reviewing quality system of laboratory equipment and reagents; and
- ix To perform any other related duties as may be assigned by the supervisor.

**Age:** Not above 45 years of age

**Remuneration:** As per Treasury Registrar's Circular No.10 of 2015 which is applicable at the moment.

**2.0 Position:** Field Technician II (Assistant to Academician) - (8 posts)

**2.1 Position:** Field Technician II (Assistant to Academician) (1 post) - Bee Resources

**Duty Station:** Katavi

**Qualifications:** Holder of Diploma or FTC in one of the following fields: Bee Resources, Forestry, Forest Management and Nature Conservation, or equivalent qualifications from a recognized Institution

**Duties and Responsibilities**

- i. To assist in forest management
- ii. To assist in managing bee reserves and apiaries
- iii. To collect beekeeping statistics
- iv. To assist in managing bee colonies
- v. To keep records of beekeeping research work
- vi. To assist in carrying out beekeeping extension services
- vii. To participate in forest harvesting operations;
- viii. To assist in preparing field practicals;
- ix. To assist in forest plantation establishment;
- x. To perform any other related duties as may be assigned time to time by Immediate Supervisor.

**2.2 Position:** Field Technician II (Assistant to Academician) (2 posts) - Animal Health

**Duty Station:** Morogoro

**Qualifications:** Holder of Diploma or FTC in one of the following fields: Animal Science/Animal Health and Production or equivalent qualifications from a recognized Institution

**Duties and Responsibilities**

- i. To assist in demonstrations to students and Farmers;
- ii. To assist in collecting various animal samples;
- iii. Maintain database for results of animal feed and milk sample analyses
- iv. To assist in instructing students in practical's;
- v. To assist Students in conducting research and/or survey; and
- vi. To perform any other related duties as may be assigned by the supervisor

**2.3 Position:** Field Technician II (Assistant to Academician) (1 posts) – Veterinary Surgery

**Duty Station:** Morogoro

**Qualifications:** Holder of Diploma or FTC in one of the following fields: Tropical Animal Health and Production from a recognized Institution.

### **Duties and Responsibilities**

- i. To assist in collecting various animal samples;
- ii. To assist in demonstrations to students and Farmers;
- iii. To assist in students during practical training;
- iv. Perform biopsy and autopsy;
- v. Transport samples to biomedical laboratories
- vi. Assist research and student special projects;
- vii. Receive clients and report to the clinician incharge;
- viii. Provide medical care to the admitted patients;
- ix. To assist Students in conducting research and/or survey; and
- x. To perform any other related duties as may be assigned by the supervisor.

2.4 **Position:** Field Technician II (Assistant to Academician) (1 post) – Aquaculture

**Duty Station:** Model farm, Morogoro

**Qualifications:** Holder of Diploma or FTC in the field of Aquaculture or equivalent qualifications from a recognized Institution.

### **Duties and Responsibilities**

- i. To assist in conducting extension services to farmers
- ii. To assist in demonstrations to students and Farmers;
- iii. To assist in instructing students in practicals;
- iv. To record and analyze fish and aquatic organisms data;
- v. To assist Students in conducting research and/or survey, and
- vi. To perform any other related duties as may be assigned by the supervisor.

2.5 **Position:** Field Technician II (Assistant to Academician) (2 posts) - Crop Science

**Duty Station:** Morogoro

**Qualifications:** Holder of Diploma or FTC in one of the following fields: Crop Production and Management, Horticulture, or equivalent Qualifications from a recognized Institution

### **Duties and Responsibilities**

- i. To assist in conducting agricultural extension services;
- ii. To assist in agricultural demonstrations to students and Farmers;
- iii. To assist in instructing students in practicals.
- iv. To assist in preparing materials for practical exercises;
- v. To assist Students in conducting research and/or survey; and
- vi. To perform any other related duties as may be assigned by the supervisor.

2.6 **Position:** Field Technician II (Assistant to Academician) (1 post) - Land Survey

**Duty Station:** Morogoro

**Qualifications:** Holder of Diploma or FTC in one of the following fields: Land Survey/Geomatics or equivalent qualifications from a recognized Institution

**Duties and Responsibilities**

- i. To assist in supervision of practicals for undergraduate programmes;
- ii. To assist in carrying out and facilitating practicals for undergraduate and postgraduate students on Engineering Surveys (Levelling, Topographic Surveys, Control points establishment)
- iii. To assist in carrying out and facilitating practicals for undergraduate and postgraduate students on Cadastral Survey
- iv. To assist in carrying out and facilitating practicals for undergraduate and postgraduate students on surveying and mapping operations
- v. To assist in carrying out and facilitating practicals for undergraduate and postgraduate students on Application of Geospatial Technologies (GIS, GPS, Remote Sensing)
- vi. To assist in carrying out and facilitating practicals for undergraduate and postgraduate students on the Application of Autocard and ARCGIS softwares
- vii. To perform any other duties that may be assigned by authorities

**Age:** Not above 45 years of age

**Remuneration:** As per Treasury Registrar's Circular No. 10 of 2015 which is applicable at the moment.

**3.0 Position:** Laboratory Technologist II (Assistant to Academician) - (5 posts)

**Duty Station:** Morogoro

**Qualifications:** Holder of Full Technician Certificate or Diploma in one of the following fields: Laboratory Sciences, Laboratory Technology or equivalent qualifications from a recognized institution.

**Duties and Responsibilities**

- i. To assist in Conducting and supporting scientific investigations and experiments;
- ii. To assist in planning, setting up, and controlling experiments and trials;
- iii. To record and analyze data;
- iv. To assist in demonstrating Laboratory procedures;
- v. To assist in Maintaining, Calibrating and testing sterility of the equipment;
- vi. To provide technical support during students' laboratory practicals;
- vii. To assist in setting and administering practical examinations;
- viii. To assist in student's projects and practical; and
- ix. To perform any other related duties as may be assigned by the supervisor

**Age:** Not above 45 years of age

**Remuneration:** As per Treasury Registrar's Circular No.10 of 2015 which is applicable at the moment.

**4.0 Position:** Computer Technologist II (Assistant to Academician) - (1 post)

**Duty Station:** Morogoro

**Qualifications:** Holder of Bachelor Degree in one of the following fields: Computer Science, Informatics, Computer Engineering, Telecommunication Engineering or equivalent qualifications from a recognized institution.

**Duties and Responsibilities:**

- i. Assist and participate in the analysis of user requirements, prototyping, development of new functionalities, maintenance of applications, integration of technological components, testing, deployment;
- ii. Designing, coding, and debugging software applications based on various deployment platforms (e.g. web, mobile, desktop etc.), operating systems, programming languages and database management systems;
- iii. Software analysis, code analysis, requirements analysis, software review, identification of code metrics, system risk analysis, software reliability analysis;
- iv. Installation and configuration of appropriate application servers based on the application programs to be supported;
- v. Support, maintain, and preparation of technical and user documentation for various software functionalities as per e-GA guidelines;
- vi. Performance tuning, improvement load balancing, usability, automation;
- vii. To assist in student's projects and practical;
- viii. Integrate software with existing systems; and
- ix. To perform any other related duties as may be assigned by the supervisor

**Age:** Not above 45 years of age.

**Remuneration:** As per Treasury Registrar's Circular No.10 of 2015 which is applicable at the moment.

**5.0 Position:** Forest Officer II (Assistant to Academician) - (3 posts)

**Duty Station:** Edward Moringe Campus (Morogoro), Olmotonyi Training Forest (Arusha), Ifinga Training Forest (Madaba)

**Qualifications:** Holder of Bachelor Degree in Forestry or equivalent qualifications from a recognized Institution.

**Duties and Responsibilities:**

- i. To assist in implementing forestry plans;
- ii. To assist in solving problems related to forestry activities;
- iii. To assist in demonstrating silvicultural activities such as nursery work, planting, weeding, pruning, thinning and logging;
- iv. To assist in preparing field practicals;
- v. To assist in forest plantation establishment;
- vi. To assist in maintaining forest plantation records and control of forest fires; and
- vii. To perform any other related duties as may be assigned by the supervisor.

**Age:** Not above 45 years of age

**Remuneration:** As per Treasury Registrar's Circular No.10 of (2015) which is applicable at the moment.

**6.0 Position:** Veterinary Clinician II (Assistant to Academician) (2 posts)

**Duty Station:** Morogoro

**Qualifications:** Holder of Bachelor Degree in Veterinary Medicine or Bachelor of Veterinary Sciences qualifications from a recognized Institution. Must be registered by the Veterinary Council of Tanzania.

**Duties and Responsibilities**

- i. To assist academic staff in practical demonstrations to veterinary students in their veterinary clinical practical.
- ii. To assist in carrying out veterinary clinical services.
- iii. To assist in instructing clinical work in livestock farms.
- iv. To assist in Identifying and selecting suitable clinical materials/reagents for teaching and diagnostic work.
- v. To assist in procurement of clinical materials and apparatus.
- vi. To perform any other related duties as may be assigned by the supervisor.

**Age:** Not above 45 years of age

**Remuneration:** As per Treasury Registrar's Circular No.10 of 2015 which is applicable at the moment.

**7.0 Position:** Instructor II (Assistant to Academician) (2 posts)

**Duty Station:** Morogoro

**Qualifications:** Holder of Bachelor Degree in Electrical Engineering or Civil Engineering qualifications from a recognized Institution. Must be registered by the ERB as a Graduate Engineer.

**Duties and Responsibilities**

- i. To assist in ensuring safety and security of the workshop;
- ii. To participate in preparing acquisitions of workshop requirements;
- iii. To assist in Instructing students in the workshop;
- iv. To assist in up-keeping of the workshop tools and equipment;
- v. To assist in preparing materials for practical exercises;
- vi. To assist in carrying out any related assigned duties; and
- vii. To perform any other related duties as assigned by the supervisor.

**Age:** Not above 45 years of age

**Remuneration:** As per Treasury Registrar's Circular No.10 of 2015 which is applicable at the moment.

**8.0 Position:** Laboratory Scientist II (Assistant to Academician)(2 posts)

**Duty Station:** Morogoro

**Qualifications:** Holder of Bachelor Degree in one of the following fields: Food Science and Technology, Human Nutrition, Environmental Sciences or equivalent qualifications from a recognized institution.

**Duties and Responsibilities**

- i. To assist in testing and analysing a variety of samples, specimens, products or materials;
- ii. To assist in performing application of various analytical instrument techniques to characterize materials and identify samples and specimens and developing new instrument methods;
- iii. To assist in carrying out quantitative and qualitative chemical analysis;
- iv. To assist in conducting chemical, biological and physical tests of materials to determine meeting of standards;
- v. To assist in designing and administering practical examinations;
- vi. To conduct laboratory/fields demonstrations;
- vii. To conduct repairs and maintaining laboratory equipment;
- viii. To assist in students' projects and practical research and consultancy work; and
- ix. To perform any other duties as assigned by the supervisor.

**Age:** Not above 45 years of age

**Remuneration:** As per Treasury Registrar's Circular No.10 of 2015 which is applicable at the moment.

**9.0 Position:** Livestock Officer II (Assistant to Academician) (2 posts)

**Duty Station:** Morogoro

**Qualifications:** Holder of Bachelor Degree in one of the following fields: Animal Science, Livestock Science, Range Management, Animal Health or equivalent qualifications from a recognized Institution.

**Duties and responsibilities**

- i. To assist in practical demonstrations to students and livestock keepers;
- ii. To assist in instructing students in practical's;
- iii. To assist Students in conducting research and/or survey;
- iv. To assist in collecting animal samples for diagnostic purposes;
- v. To assist in formulation of animal feeds;
- vi. To assist in maintaining quality of animal feeds; and
- vii. To perform any other related duties as may be assigned by the supervisor.

**Age:** Not above 45 years of age

**Remuneration:** As per Treasury Registrar's Circular No.10 of 2015 which is applicable at the moment.

## GENERAL CONDITIONS

- i. All applicants must be Citizens of Tanzania 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 a recent Passport Size Photo in the Recruitment Portal;
- vii. An applicant employed in the Public Service should route the 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 in English and Addressed to Secretary, Presidents Office, Public Service Recruitment Secretariat, P.O. Box 2320, Utumishi Building at University of Dodoma – Dr. Asha Rose Migiro Buildings - Dodoma.
- xiv. Deadline for application is **13th July, 2022**
- xv. Only shortlisted candidates will be informed on the date of 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**

