WE ARE HIRING!

JOB OPPORTUNITY

DEPUTY EXECUTIVE DIRECTOR VACANCY **(1 Position)**

Minimum Requirements

- Bachelor degree in Engineering. Post Graduate will be an added advantage

- Minimum of 5 to 6 years' experience in a similar position.

- At least 3 years of experience managing people.

- Excellent English and Kiswahili written and oral capabilities (ability to express ideas clearly and effectively, both in spoken and written English)

- Outstanding computer literacy and MS Office Suite (Word, Excel, PowerPoint, and Outlook) fluency, as well as excellent documentation abilities, are required.

- He or she must have excellent interpersonal and communication skills, an extensive network in the government and non-profit administration sector, be innovative and able to make solid decisions in a range of settings.

- Detail-oriented, excellent analytical, strategic planning capabilities and able to anticipate needs and obstacles.

- Ability to prioritize, work efficiently, and meet deadlines.

- Good listening skills and the capacity to keep confidential information.

- Excellent presentation skills, able to be assertive yet with compassion and respect for others.

- Ability to communicate with people from various backgrounds including international settings, cultures, and levels of authority.

All interested candidates, who meet the above requirements should forward their Cover letter, CV and three professional referees through;

Email: *acetpresident@acet.or.tz*
hr@acet.or.tz

Deadline for submitting the application is 23rd September, 2022.

Only shortlisted candidates will be contacted.

www.acet.or.tz

WE ARE HIRING!

ACET — ASSOCIATION OF CONSULTING ENGINEERS TANZANIA

FIDIC

JOB OPPORTUNITY

ACCOUNTANT POSITION   (1 Post)

Minimum Requirements

- Bachelor degree in Accountancy

- Minimum of 3 years experience in Accountancy

- Knowledge in Microsoft Office Software and Accounting software package such s Quickbook is mandatory

- Professional Certification is an added advantage

- Ability to prepare Financial Reports and Management Report is mandatory

- Knowledge of Tanzania tax laws is mandatory

- Fluency in English and Swahili is important

All interested candidates, who meet the above requirements should submit their Application by email including Curriculum Vitae, Academic Certificates, at least three Reference Letters, from traceable persons in Tanzania to;
acetpresident@acet.or.tz,
and cc: hr@acet.or.tz

Deadline for submitting the application is 12th September, 2022.

Only shortlisted candidates will be contacted.

www.acet.or.tz