

THE UNITED REPUBLIC OF TANZANIA



PRESIDENT'S OFFICE PUBLIC SERVICE RECRUITMENT SECRETARIAT

Ref.No.JA.9/259/01/A/479

15th February, 2024

VACANCY ANNOUNCEMENT

On behalf of the Tanzania Railways Corporation (TRC) and Marine Services Company Limited (MSCL), Public Service Recruitment Secretariat invites dynamics and suitable qualified Tanzanians to fill one hundred and eighty-nine (**189**) vacant posts mentioned below.

1.0 TANZANIA RAILWAYS CORPORATION (TRC)

Tanzania Railways Corporation (TRC) is a Public Institution established under the Railway Act No. 10 of 2017. The main objective of TRC is to provide Rail Transport services and to develop, promote and manage rail infrastructure.

1.0.1 ARTISAN II (CIVIL ARTISAN) - 87 POSTS

1.0.2 DUTIES AND RESPONSIBILITIES

- i. Packing of the railway track as directed by the supervisor;
- ii. To clear grass and bushes along the line;
- iii. To clean side drains and water outlets;
- iv. To repair the track after accidents;
- v. To Load and offload permanent way materials;
- vi. To Performs any other related duties that maybe assigned by supervisor.

1.0.3 QUALIFICATION AND EXPERIENCE

Holder of form four Certificate with one of the following qualifications; Trade Test II/Level II, National Vocational Award II (NVA II) in Civil Technology or Basic Certificate in Civil Technology or equivalent qualification from recognized institution.

1.0.4 SALARY SCALE: TRCS 1

1.0.5 PLANT OPERATOR II - 2 POSTS

1.0.6 DUTIES AND RESPONSIBILITIES

- i. To operate winch, cranes as per approved procedures and policies;
- ii. To provide quality services on plant operation;
- iii. To perform gangway activities;
- iv. To operate the mechanical equipment (Winch, Folk Lifts and Terminal Tractors and Cranes) as per approved procedures and policies;
- v. To carry out loading, offloading or discharging and delivery of Motor vehicles and other cargo into/from trains;
- vi. To drive and operate mechanical handling equipment within the Workshops, yard premises and Depot Yards such as Forklifts, Shunting tractors, green butts, Stationery pillars and gantry manual or powered;
- vii. To performs any other relevant duties that may be assigned by the supervisor.

1.0.7 QUALIFICATION AND EXPERIENCE

- Form IV academic Certificate with Basic Driving Certificate offered by VETA, Bandari College, TIRTEC or any recognized Institution and Class F or G Driving License.

1.0.8 SALARY SCALE: TRCS 2

1.0.9 ARTISAN II (POINTSMEN) - 1 POST

1.0.10 DUTIES AND RESPONSIBILITIES

- i. To correct setting of points during shunting and when admitting train into station yard;

- ii. To detach and attach wagons during shunting as per Station master instructions;
- iii. To display correct hand signals to the locomotive Driver during shunting operations or when admitting train into station yard;
- iv. To protect level crossing during passing of train and ensure availability and safety of level crossing equipment;
- v. To set fixed home signals correctly as directed by Stationmaster; and
- vi. To perform any other duties as may be instructed by his superior.

1.0.11 QUALIFICATION AND EXPERIENCE

- Form four Certificate with one of the following qualifications; Trade Test II/Level II, National Vocational Award II (NVA II) or NTA Level 4 in Railway Track Maintenance/Technology or equivalent qualification from recognized institution.

1.0.12 SALARY SCALE: TRCS 1

1.0.13 ASSISTANT COMMERCIAL OFFICER II (TRAVELLING TICKET EXAMINERS) - 1 POST

1.0.14 DUTIES AND RESPONSIBILITIES

- i. To assist in ensuring that all crews report to duty as required i.e. they report on time, well attired in full clean uniforms;
- ii. To make random inspection of passenger tickets to ensure that they have valid tickets, Card/Free passes or vouchers etc., commensurate with the class of travel;
- iii. Assist in monitoring early marshalling of the train and boarding of passengers;
- iv. To assist in monitoring loading/offloading of parcels and luggage at intermediate and depot stations with the objective of reducing unnecessary long train dwell time;
- v. To liaise with responsible Station Masters and respective District Control Officers for the provision of relief locomotive(s) in the event of engine failures en-route and also at originating stations; and
- vi. To perform any other relevant duties that may be assigned by the supervisor

1.0.15 QUALIFICATION AND EXPERIENCE

- Diploma either in Marketing, Entrepreneurship, Business Administration majoring in Marketing or equivalent qualifications from recognized Institutions.

- A successful candidate who has not attended train guard course will have to attend Goods and Coaching Accounts and Train Guard course from TIRTEC. Computer literacy is mandatory.

1.0.16 SALARY SCALE: TRCS 3

1.0.17 ASSISTANT COMMERCIAL OFFICER II (CUSTOMER SERVICE) - 13 POSTS

1.0.18 DUTIES AND RESPONSIBILITIES

- i. To inform passengers on the expected arrivals and departures of trains;
- ii. To respond to passengers /customers' complaints, queries and request or any other relevant information;
- iii. Promote company's product and services;
- iv. Identify needs/wants of customers;
- v. Make available product brochures for customers;
- vi. Provide pricing and delivery information to customers;
- vii. Suggest possible solutions whenever there is a malfunction in a service;
- viii. Educate customers on deals and promotions the company is offering;
- ix. Greet customers in the warmest possible way and find out their problem or reason for calling;
- x. Assist in selling products and services;
- xi. Provide safety education to customers; and
- xii. To perform any other relevant duties that may be assigned by the supervisor

1.0.19 QUALIFICATION AND EXPERIENCE

- Diploma either in Marketing or Entrepreneurship or Business Administration majoring in Marketing from recognized Institutions. Computer literacy is mandatory.

1.0.20 SALARY SCALE TRCS 3

1.0.21 YARD MASTER II - 9 POSTS

1.0.22 DUTIES AND RESPONSIBILITIES

- i. To be in-charge of a designated section of a Marshalling Yard;
- ii. To be responsible for the breaking up and marshalling of trains;

- iii. To place and removal of wagon;
- iv. To supervise loading and unloading delivery vehicles by hand or with
 - a. forklift track;
- v. To supervise sorting and grading Stock; and
- vi. To perform any other related duties that may be assigned by the supervisor.

1.0.23 QUALIFICATION AND EXPERIENCE

- Holders of Yard Foremen Certificate awarded by TIRTEC or NTA level 4 in Railway Transportation or its equivalent qualifications.

1.0.24 SALARY SCALE TRCS 2

1.0.25 ASSISTANT COMMERCIAL OFFICER II (MARKETING) – 07 POSTS

1.0.26 DUTIES AND RESPONSIBILITIES

- i. To assists in supporting the Commercial works;
- ii. To assisting in marketing promotional activities;
- iii. To assist in visiting customers/external agencies;
- iv. To assist in collection and compilation of statistics on freight and passenger traffic;
- v. To scrutinize correctness of data received from Stations;
- vi. To assisting in obtaining and compilation of customer complaints;
- vii. To assist in monitoring freights and passengers' sales performance and ensure efficient customer services;
- viii. To assist in follow up new and retaining the existing customers; and
- ix. To perform any other relevant duties that may be assigned by the supervisor.

1.0.27 QUALIFICATION AND EXPERIENCE

- Diploma either in Marketing or Entrepreneurship or Business Administration majoring in Marketing from recognized Institutions. Computer literacy is mandatory.

1.0.28 SALARY SCALE: TRCS 3

1.0.29 ICT OFFICER II (APPLICATION ADMINISTRATOR) – 1 POST

1.0.30 DUTIES AND RESPONSIBILITIES

- i. To specialize in technical administration and maintenance of one or more of the following applications/Platforms: FMS, RMS, R&T system, Web Platform, Mobile platform, SAGE (ERP), CTC, U2000;
- ii. To install, upgrade, and maintenance application systems;
- iii. To configure, monitor, tuning, and troubleshoot the application servers technical environment;
- iv. To schedule and execute the move of application system code or configuration changes from development / test server to production server;
- v. To release management for application servers;
- vi. Service request management for the software applications servers;
- vii. To design connectivity of TRC various applications with external systems;
- viii. To optimize and analyze the applications performance issues;
- ix. To design architectures the applications system landscape;
- x. To patch management and patch testing the application systems;
- xi. To ensure the delivery of communications and collaboration services (includes email, internet and intranet);
- xii. The applications Technical Requirements capturing & testing;
- xiii. Disaster Recovery replication of the application systems;
- xiv. ISMS awareness; and
- xv. To perform any other duties as may be assigned his superiors

1.0.31 QUALIFICATION AND EXPERIENCE

- Bachelor's Degree either in Information Technology or Computer Science or Computer Engineering or equivalent degree from a reputable academic institution. Possession of a relevant recognized ICT professional certification and Practical knowledge and skills relevant to the position will be added advantage.

1.0.32 SALARY SCALE: TRCS 6

1.0.33 CIVIL ARTISAN (GANGMEN) –40 POSTS

1.0.34 DUTIES AND RESPONSIBILITIES

- i. Packing of the railway track as directed by the supervisor;
- ii. To clear grass and bushes along the line;
- iii. To clean side drains and water outlets;
- iv. To repair the track after accidents;
- v. To Load and offload permanent way materials;
- vi. To Performs any other related duties that maybe assigned by supervisor.

1.0.35 QUALIFICATION AND EXPERIENCE

- Holder of form four Certificate with one of the following qualifications; Trade Test II/Level II, or Basic Certificate in Railway Track Maintenance/Technology or equivalent qualification from recognized institution.

1.0.36 SALARY SCALE: TRCS 1

1.0.37 CIVIL TECHNICIAN II - 4 POSTS

1.0.38 DUTIES AND RESPONSIBILITIES

- i. To undertake maintenance of bridges, culverts, building and track works;
- ii. To read and review project drawings and plans to determine the sizes of structures;
- iii. To prepare track maintenance plans and submit the same to Supervisor;
- iv. To take part in testing construction materials and soil samples in laboratories;
- v. To ensure that project construction conforms to design specifications and applicable permanent way requirements; and
- vi. To perform any other duties as may be assigned by supervisor.

1.0.39 QUALIFICATION AND EXPERIENCE

- Holder of Full Technician Certificate (FTC) Or Ordinary Diploma in Civil Engineering/Technology, Track Technology or Equivalent from Recognized Institution.

1.0.40 SALARY SCALE: TRCS 3

1.0.41 SIGNAL & TELECOMMUNICATION TECHNICIAN II- 4 POSTS

1.0.42 DUTIES AND RESPONSIBILITIES

- i. To planning, design, constructions and maintenance of S &T equipment and systems;
- ii. To overseer market utilization and expansion of the fibre optic cable along railway network;
- iii. To install, maintain, and repair SGR/MGR signals and telecommunication network and equipment;
- iv. To take part in accident investigation in line with other departments;
- v. To take part in maintenance of train control, electronic warrant system, cargo/wagon tracking and its management system, yard radio, underground cables and internal office communications;
- vi. To contribute on the preparation of reports, plans and designs for S&T projects;
- vii. To prepare project quantity and cost estimates;
- viii. To prepare and submit periodical technical reports; and
- ix. To perform any otherrelated duties as assigned by supervisor.

1.0.43 QUALIFICATION AND EXPERIENCE

- Holder of Full Technician Certificate (FTC) Or Ordinary Diploma in Telecommunication Engineering, or Equivalent from Recognized Institution.

1.0.44 SALARY SCALE: TRCS 3.

1.0.45 ARTISAN II (CARRIAGE AND WAGON EXAMINERS) – 5 POSTS

1.0.46 DUTIES AND RESPONSIBILITIES

- i. To maintain rolling stock (coaches and Wagons);
- ii. To maintain workshop machinery and plants;
- iii. To service handling equipment and ancillary plants; and
- iv. To perform any other duties as may be assigned by supervisor.

1.0.47 QUALIFICATION AND EXPERIENCE

- Holder of form four Certificate with one of the following qualifications; Trade Test II/Level II, National Vocational Award II (NVA II) or NTA Level 4 in Carriage and Wagon Technology or equivalent qualification from recognized institution.

1.0.48 SALARY SCALE: TRCS 1

2.0 MARINE SERVICES COMPANY LIMITED (MSCL)

Marine Services Company Limited (MSCL) was incorporated under the Companies Ordinance (Cap 212) on 08th December, 1997. The main function the Company is to transport people and cargo along the shore of Lake Victoria, Lake Tanganyika and Lake Nyasa. Company's vision statement is "To be the most competitive, reliable, safe and customer oriented maritime transport Company Worldwide."

2.0.1 ARTISAN II (ELECTRICAL) - 2 POSTS

2.0.2 DUTIES AND RESPONSIBILITIES

- To perform Technical in Electrical & Electronics;
- To take care of electrical tools and equipment;
- To keep the work place tidy;
- To carry out minor electrical repairs and maintenance;
- To report maintenance problems to senior staff;
- To identify materials required to fix diagnosed electrical problem;
- To perform any other duties as may be assigned by the supervisor.

2.0.3 QUALIFICATION AND EXPERIENCE

- Holder of Certificate Secondary Education Examination, NVTA level I / Trade Test Grade III in Electrical Installation or equivalent qualifications from a recognized Institution.

2.0.4 SALARY SCALE: MSCS 2

2.0.5 KITCHEN ATTENDANT II - 4 POSTS

2.0.6 DUTIES AND RESPONSIBILITIES

- i. To prepare and cook various dishes as allocated to him/her;
- ii. To ensure the food preparation areas are clean and hygienic;
- iii. To wash utensils and dishes and make sure there are stored appropriately;
- iv. To sort, store and distribute ingredients and beverage
- v. To request all the ingredients required for the preparation of the dishes; and
- vi. To perform any other duties as may be assigned by supervisor.

2.0.7 QUALIFICATION AND EXPERIENCE

- Holder of Certificate of Secondary Education and must possess Certificate in Cookery, Food and beverage, Hotel Management or equivalent from any recognized Institution, Basic Mandatory Certificates as per STCW95 is an added advantage.

2.0.8 SALARY SCALE: MSCS 2

2.0.9 MARINE ENGINEER I - 1 POST (RE-ADVERTISED)

2.0.10 DUTIES AND RESPONSIBILITIES

- i. To participate in running, operation and maintenance of propulsion and electrical systems aboard the vessel;
- ii. To inspect and maintain all equipment and reports malfunctions and make adjustments or repairs;
- iii. To record and report fuel consumption and lubricants;
- iv. To advise on applicable marine engineering rules and regulations during watch keeping;
- v. To maintain log book;
- vi. To participate and report on any emergence scene; and
- vii. To perform any other duties as may be assigned by the superior.

2.0.11 QUALIFICATION AND EXPERIENCE

- Holder of Certificate of Secondary Education (CSEE) or Advanced Certificate of Secondary Education (ACSEE) with Certificate of Competence for Officer in Charge of an Engineering Watch (OIEW) on Ships of 750 kW Propulsion Power or more (Reg. III/1) with working experience of at least four (4) years on board Ship as OIEW of more than 750 kW Propulsion Power.
- Possession of Bachelor Degree in Marine Engineering or equivalent qualifications from recognized institution will be an added advantage.

2.0.12 SALARY SCALE: MSCS 6

2.0.13 SENIOR MARINE ENGINEER II – 3 POSTS (RE-ADVERTISED)

2.0.14 DUTIES AND RESPONSIBILITIES

- i. To monitor running, operation and maintenance of propulsion and electrical systems aboard the vessel;
- ii. To inspection and maintain all equipment and reports malfunctions and make adjustments or repairs;
- iii. To recommend necessary repairs and adjustments;
- iv. To monitor fuel and lubricants consumption; and
- v. To advise on applicable marine engineering rules and regulations;

2.0.15 QUALIFICATIONS AND EXPERIENCE

- Holder of Certificate of Competence for Second Engineer Officer (SEO) on Ships of up to 3000 kW Propulsion Power (Reg. III/2) with working experience of at least seven (7) years on board ship as OIEW of more than 750 kW Propulsion Power.
- Bachelor Degree in Marine Engineering or equivalent qualifications from recognized institution will be an added advantage.

2.0.16 SALARY SCALE: MSCS 7.

2.0.17 MARINE ENGINEER II - 2 POSTS (RE-ADVERTISED)

2.0.18 DUTIES AND RESPONSIBILITIES

- i. To participate in running, operation and maintenance of propulsion and electrical systems aboard the vessel;
- ii. To assist in inspection and maintain all equipment and reports malfunctions and make adjustments or repairs;
- iii. To record fuel consumption and lubricants;
- iv. To enforce applicable marine engineering rules and regulations during watch keeping;
- v. To maintain log book;
- vi. To participate in any emergence scene; and
- vii. To perform any other duties as may be assigned by the superior.

2.0.19 QUALIFICATION AND EXPERIENCE

- Holder of Certificate of Competence for Officer in Charge of an Engineering Watch (OIEW) on Ships of 750 kW Propulsion Power or more (Reg. III/1) with one (1) year working experience.
- Bachelor Degree in Marine Engineering or equivalent qualifications from recognized institution will be an added advantage.

2.0.20 SALARY SCALE: MSCS 5.

2.0.21 CAPTAIN - 2 POSTS (RE-ADVERTISED)

2.0.22 DUTIES AND RESPONSIBILITIES

- i. To be Commander of the vessel up to 3000 GT;
- ii. To be representative of the owner of the vessel;
- iii. To prepare and submit timely voyage reports;
- iv. To navigate the vessel using a range of satellite, radar systems and other relevant equipment;

- v. To check weather and navigation reports and recommend for appropriate actions;
- vi. To ensure crew and officers are able to carry out all procedures, systems, testing, trainings, induction, familiarization, orientation and drills as required;
- vii. To maintain discipline onboard;
- viii. To supervise all personnel in the vessel;
- ix. To inspect the entire vessel at least once during each shift or designates the first officer to do so;
- x. To train crew in normal and emergency operations;
- xi. To prepare and submit timely reports of vessel accident and damage;
- xii. To manage ship communication systems;
- xiii. To maintain vessel operational records;
- xiv. To keep up to date with developments in maritime legal, commercial and political matters;
- xv. To be responsible for the amount of luggage and number of passengers together with the revenue accruing from them; and
- xvi. To perform any other duties as may be assigned by the superior.

2.0.23 QUALIFICATION AND EXPERIENCE

- Holder of Certificate of Competence for Chief Mate on ships up to 3000 GT (Reg. II/2.3). Must have at least eight (8) years of working experience as OINW on ships of 500 GRT or more.
- Degree in Marine Transportation, Maritime Transport and Nautical Science will be an added advantage or equivalent qualification from recognized institutions.

2.0.24 SALARY SCALE: MSCS 7

2.0.25 PRINCIPAL CAPTAIN - 1 POST (RE-ADVERTISED)

2.0.26 DUTIES AND RESPONSIBILITIES

- i. To perform Commander of the vessel of less any vessel (Master Mariner);
- ii. To be representative of the owner;
- iii. To navigate the vessel using a range of satellite, radar systems and other related equipment;
- iv. To check weather and navigation reports and recommend for appropriate actions;
- v. To prepare and submit timely voyage reports room and furniture;
- vi. To maintain discipline onboard and secures the rooms;
- vii. To train crew in normal and emergency operations;
- viii. To prepare and submit timely reports of vessel accident and damage;
- ix. To ensure crew and officers are able to carry out all procedures, systems, testing, trainings, induction, familiarization, orientation and drills as required;
- x. To manage ship communication systems;
- xi. To maintain vessel operational records;
- xii. To keep up to date with developments in maritime legal, commercial and political matters;
- xiii. To direct ship personnel on matters pertaining to the safe operation of the vessel;
- xiv. To oversee all work in deck department;
- xv. To supervise loading and offloading operations under orders of his supervisor;
- xvi. To stand as a watch officer in charge on bridge during normal operations;
- xvii. To create and post watch assignments;
- xviii. To conduct fire and boat drills;
- xix. To take charge at scene in emergencies; and
- xx. To perform any other duties as may be assigned by the superior

2.0.27 QUALIFICATION AND EXPERIENCE

- Holder of Certificate of Competence for Master on ships of 3000 GRT or more (Reg. II/2). Must have at least fourteen (14) years of working experience as OINW on ships of 500 GT or more.
- Bachelor Degree in Marine Transportation, Maritime Transport and Nautical Science will be an added advantage or equivalent qualification from recognized institutions.

2.0.28 SALARY SCALE: MSCS 9

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. **People with disabilities are highly encouraged to apply and should indicate clearly in the portal for Public Service Recruitment Secretariat attention;**
- 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. 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.**
- xiii. Deadline for application is **28th February, 2024;**
- xiv. Only short listed candidates will be informed on a date for interview and;
- xv. 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**