

# THE UNITED REPUBLIC OF TANZANIA



## PRESIDENT'S OFFICE PUBLIC SERVICE RECRUITMENT SECRETARIAT

Ref.No.EA.7/96/01/L/2

3<sup>rd</sup> December, 2020

### VACANCY ANNOUNCEMENT

On behalf of **Tanzania Tropical Seeds Research Institute (TPRI)**, Public Service Recruitment Secretariat invites qualified Tanzanians to fill two **(2)** vacant posts mentioned below;-

#### **1.0 TANZANIA TROPICAL SEEDS RESEARCH INSTITUTE (TPRI)**

Tropical Pesticides Research Institute (TPRI) dates back to 1945 when it started with the objective of investigating application of synthetic insecticides for the control of tropical pests. Since then, the Institute has served under the colonial Government, the East African Common Services Organization, the defunct East African Community and the Government of the United Republic of Tanzania. Currently TPRI's capacity include pesticide regulation, hygiene and safety, pest management, research and services including toxicology; pesticide residues in the environment; pesticides application techniques; food and feeds; sanitary and Phytosanitary control; organic certification; Biosafety; plant and insect taxonomy as well as documentation of natural vegetation and insects; and conservation of plant genetic resources.

#### **1.0.1 FIELD OFFICER II – 1 POST**

#### **1.0.2 DUTIES AND RESPONSIBILITIES**

- i. To assist Research Scientist in carrying out Research/Technical activities by conducting laboratory/field tests;

- ii. To keep proper records of research data and results;
- iii. To operate and maintain laboratory/Fields instruments/equipment
- iv. To carry out routine operations in the laboratory/field;
- v. To collect and prepare samples for laboratory analysis;
- vi. To prepare analytical reagents and standards;
- vii. To supervise Laboratory Assistants;
- viii. To collect samples and specimen from the field; and
- ix. To do any other related duties as may be assigned by Supervisor.

### **1.0.3 QUALIFICATION AND EXPERIENCE**

Bachelor Degree in either of the following areas: Agriculture General, Agronomy, Horticulture or equivalent qualification from any recognized Institutions.

**1.0.4 SALARY SCALE: PGSS 6** per month.

### **1.0.5 LABORATORY ASSISTANT II – 1 POST**

#### **1.0.6 DUTIES AND RESPONSIBILITIES**

- i. To prepare sample reagents and solvents;
- ii. To implement routine safety measures in the laboratory;
- iii. To arrange Laboratory Equipment/instruments/apparatus;
- iv. To clean Laboratory, glassware, instruments and field equipment;
- v. To assist Laboratory/Field Officers in their day to day duties;
- vi. To assist in data collections and recording; and
- vii. To perform any other related duties as may be assigned by Supervisor.

### **1.0.7 QUALIFICATION AND EXPERIENCE**

Holders of Form IV/VI Certificate plus one year Certificate in Laboratory Technology or equivalent qualifications from recognized Institutions

**1.0.8 SALARY SCALE: PGSS 2** per month.

## 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 language and Addressed to Secretary, Presidents Office, Public Service Recruitment Secretariat,  
**P. O. Box 63100, Utumishi House, 8 Kivukoni Road, 11102 Dar Es Salaam;**
- xiv. Deadline for application is **16<sup>th</sup> December, 2020;**
- 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:**

**SECRETARY  
PUBLIC SERVICE RECRUITMENT SECRETARIAT**