

SOKOINE UNIVERSITY OF AGRICULTURE

MOROGORO



JOB OPPORTUNITIES

The Management of Sokoine University of Agriculture (SUA) invites suitable qualified Tanzanians, who are able to work in a dynamic academic environment to apply for the positions below. All applications should be addressed to the Deputy Vice Chancellor (Administration and Finance), P.O. Box 3000, CHUO KIKUU, MOROGORO two weeks (**14 days**) from the date of this advertisement.

HOW TO APPLY:

The application letters (in Swahili or English) should indicate names and addresses of three referees with their reliable contacts, together with certified copies of Academic Certificates/all credentials i.e. Form IV, Form VI, Birth Certificate, Curriculum Vitae and testimonials.

DEPARTMENT OF SOIL AND GEOLOGICAL SCIENCES

POSITION: LABORATORY TECHNICIAN (2 POST)

QUALIFICATIONS:

Ordinary Diploma in Laboratory Technology or any other relevant qualification from a recognized institution

DUTIES & RESPONSIBILITIES:

- Conduct laboratory analyses for soil, water, plant, fertilizer, manure and microbial analyses

- Conduct water/ segments/ air sampling and laboratory sample preparations and preservations / standard preservation.
- Quality assurance and quality control of the laboratory.
- Ensure adherence to all Laboratory Standard Operating Procedures and rules/regulations
- Monitoring inventories of laboratory chemicals and other consumables
- Ensure safe work practices.
- Inspect Chemicals/ stock solutions/ laboratory materials in use on a daily basis.
- Maintain monitoring schedules, and ensure proper and updated laboratory document control and record keeping, including laboratory log sheets.
- Ensure proper management and use of laboratory equipment and tools, and report any defects to the Laboratory Supervisor
- Perform any other duties as may be assigned

Skills, Knowledge and attributes Requirements:

- Detailed knowledge of laboratory practices, tools / equipment
Safety conscious.
- Intermediate computer skills in MS Excel and other Ms Office programs.
- Effective communication skills in written and spoken English.
- Report writing.
- Excellent planning, organization skills, with ability to manage multiple responsibilities
- Self-discipline to achieve tasks on time with minimal supervision.

AGE: Not above 35 years

TERMS: Two Years Contract

SALARY: As per Government circulars

INSTITUTE OF CONTINUING EDUCATION

POSITION: SENIOR COOK II (1 POST)

QUALIFICATIONS:

Possession of a Secondary School Education Certificates PLUS a Certificate in Cookery/Beverages/related qualifications from a recognized institution with a minimum of 4 years working experience in related field.

DUTIES & RESPOSIBILITIES:

- Preparing variety of foods as per instructed menu
- May be in-charge of a Section in the Kitchen
- Collecting foods from the Cafeteria store
- Taking care of kitchen and cafeteria equipment's
- Performing other related duties as may be assigned
- Preparing meals for special functions and pastry

AGE: Not above 35 years

TERMS: Two Years Contract

SALARY: As per Government circulars

DEPARTMENT OF ENGINEERING SCIENCES AND TECHNOLOGY

POSITION: TECHNICIAN II (2 POST)

QUALIFICATIONS:

Possession of a Secondary School certificate with at least 3 credits and a holder of Diploma in Agro- Mechanics with teaching Certificate from recognized Institution with at least two years working experience in related field.

DUTIES & RESPOSIBILITIES:

- Participate in preparing scheme of training
- Effectively and efficiently deliver instructions to trainees
- Guide safe use of training tools, equipment/implements and machinery

- To supervise and conduct formative assessments
- Maintain the documentation of cohort training
- Performing other related duties as may be assigned

AGE: Not above 45 years old

TERMS OF SERVICE: Two Years Contract

SALARY: As per Government Circulars

Please Note:

- i. Applicants should apply based on the strength of the information given in this advertisement;
- ii. Applicants employed in the Public Service should route their application letters through their respective employers;
- iii. Certificates from foreign examination bodies for Ordinary or Advanced level education and Diploma should be certified by The National Examination Council of Tanzania (NECTA) and National Council for Technical Education (NACTE) and/or the Tanzania Commission for Universities (TCU);
- iv. Applicants with special needs/case (disability) are advised to indicate; Only short listed candidates will be contacted through their addresses/ e-mail and/ or telephone and be informed on a date for interview

Issued by the Deputy Vice Chancellor (Administration and Finance)

on **28th January, 2019**

**OFFICE OF THE DEPUTY VICE CHANCELLOR
(ADMINISTRATION AND FINANCE
SOKOINE UNIVERSITY OF AGRICULTURE
P.O. BOX 3000
MOROGORO**