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P.O.BOX. 112
Masasi, Mtwara
Nyasa west,
Misitu House,

26th June 2023

NEW

CONTRACT JOB VACANCIES AT TANZANIA FOREST SERVICES AGENCY(TFS)- SOUTHERN ZONE

1. BACKGROUND

Tanzania Forest Services Agency (TFS) is a semi-autonomous Government Agency established through Government Notice No. 269 of 30th July, 2010 under Executive Agency Act (Cap. 245) as amended from time to time. The Agency implements the National Forest and Beekeeping Policy of 1998 and the Forest Act (Cap 323 R.E of 2002) and Beekeeping Act Cap 224 R.E of 2002 which provide the legal framework for the management of forests and bee resources. The Agency is among four units forming the Wildlife and Forest Conservation Service established by the Written Laws (Miscellaneous Amendments) (No. 2) Act, 2020.

The TFS Headquarters is located in Dar es Salaam at Mpingo House, ivory Room premises along Nyerere Road. TFS operates in seven zones as follows: Eastern zone (Kibaha in Pwani Region), Southern zone (Masasi District in Mtwara Region), Southern Highlands zone (Mbeya City in Mbeya Region), Northern zone (Same District in Kilimanjaro Region), Western zone (Tabora Municipal in Tabora Region), Lake zone (Mwanza City in Mwanza Region) and Central zone (Dodoma City in Dodoma Region). All operational matters of the Agency are handled at the Zones, while the Headquarters deals with strategic management issues.

TFS Southern Zone comprises of three regions (Lindi, Mtwara and Ruvuma) and fifteen (15) districts with a total surface area of 151,092km² (Lindi 67,000 km², Mtwara 16,720km² and Ruvuma 67,372km²). TFS Southern Zonal Headquarters is located at Masasi town – Mtwara

2. NATURE AND SCOPE OF THE POSITIONS

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Tanzania Forest Services Agency TFS - Southern Zone invites applications from suitably qualified and competent Tanzanians to fill the following forty (40) vacancies in the

Tanzania Forest Services Agency TFS - Southern Zone invites applications from suitably qualified and competent Tanzanians to fill the following forty (40) vacancies in the following positions;

2.0 FOREST ASSISTANT II (6)

(a) Qualification

Holder of Form Four or Form Six Secondary School certificate of education and a Certificate or Diploma in Forestry or Wood Industry from a recognized institution

(b) Main Duties

- (i) To collect and good keeping of tree seeds
- (ii) To tend tree seedlings and management of tree nurseries
- (iii) To manage trees and forests
- (iv) To undertake patrols within the forests
- (v) To inspect and grade forest products
- (vi) To carry out mensuration in forest
- (vii) Carry out forest extension services
- (viii) To carry out any other duties as assigned from time to time by Supervisor

2.1 FOREST GUARD (20)

(a) Qualification

Holder of Form IV Certificate of Secondary School level of education. Must attend training of at least three months of national service/ militia or fire and rescue from a recognized institution.

(b) Main Duties

- (i) To guard and prevent unauthorized entry into natural or plantation forests
- (ii) To carry out planned and ad hoc patrols of forests
- (iii) To monitor the movements of people with suspicious forest products and report them to appropriate authorities
- (iv) To arrest illegal forest entrants in conjunction with authorized local authorities
- (v) To participate in forest fire management practices

2.2 DRIVER II (8)

(a) Qualification

Holder of Form four with passes in three subjects including English. Candidate should have Class *C1 and E* driving license and Trade Test Grade II or I or Advanced Drivers Certificate grade I or II from the National Institute of Transport. Must have a three years clean driving record.

(b) Main Duties

- (i) To drive the Agency's vehicles.

- (ii) To maintain vehicle logbook and movement records
- (iii) To maintain the smooth running of vehicles
- (iv) To make simple repairs of the vehicles
- (v) To maintain vehicle cleanliness and service schedule

2.3 TOURISM OFFICER II (3)

(a) Qualification

Holder of a Bachelor's Degree in Tourism or Marketing or equivalent qualification from a recognized institution. Must have basic computer knowledge.

Main Duties

- (i) Guiding and providing interpretation to nature forest reserve visitors;
- (ii) Participating in preparing and disseminating tourism promotional materials;
- (iii) Participating in tourism promotion activities;
- (iv) Ensuring that visitors comply to the rules and regulations;
- (v) Conducting research and surveys on tourism products and advising the management accordingly;
- (vi) Promoting tourism services and products in media, social media and prints;
- (vii) Ensuring proper upkeep and maintenance of tourism facilities and infrastructures;
- (viii) Responding promptly to visitor complaints and enquiries;
- (ix) Participating in identification and development of new tourism facilities, products and services;
- (x) Participating in coordinating educational visits to the Forest;
- (xi) Conducting feasibility studies on new tourism products and activities; and
- (xii) Conducting patrols and surprise check for revenue control.

2.4 TECHNICIAN (MECHANICS) II (2)

(a) Qualification

Holder of Form IV Certificate of Secondary School level of education and FTC or equivalent qualification in relevant field, with at least two years working experience from a reputable organization.

(b) Main Duties

- (i) To undertake all car maintenance and repair works;
- (ii) To maintain smooth and safe operation of vehicles, machines and equipment;
- (iii) To keep safe working tools and environment
- (iv) To comply to industrial safety regulations
- (v) To comply to standards and specifications in all constructions, maintenance and repair works

2.4 ASSISTANT NURSE OFFICER II (1)

(a) Qualification

Holder of Diploma in Nursing and registered by the Tanzania Nurse and Midwife Council.

(b) Main Duties

- (i) To provide nursing care to patients

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- (ii) To give health educational on family planning and safe motherhood to the community and staffs
- (iii) To make follow-up to the children and assess the status of vaccination campaigns
- (iv) To administer drugs and other treatment prescribed by the Clinical Officer
- (v) To maintain cleanliness of Dispensary and its environment

3. MODE OF APPLICATION

Applicants must send an application letter accompanied by a detailed Curriculum Vitae (CV) with a passport-size photograph signed by the applicant, and copies of relevant certificates and transcripts should reach the undersigned through the Postal Address.

General conditions

- 3.0.1 Applicants to the positions must be Tanzanians, aged between 18 and 25 years for Certificates and Diploma holders; and 18 and 30 years for Graduates.
- 3.0.2 Applicants must have clean criminal records.
- 3.0.3 Academic certificates obtained from foreign universities should be verified by the Tanzania Commission for Universities (TCU)
- 3.0.4 Applicants should indicate the position they are applying for in their application letter.
- 3.0.5 Applicants should presents/submit a National identification number (NIDA).
- 3.0.6 Applicants should be ready to work at any of the offices under Tanzania Forest Service Agency Southern Zone and Plantation Offices in Southern zone
- 3.0.7 Only successful candidates will be contacted through their contact details indicated in the application letters.
- 3.0.8 A signed application letter should be written in either Swahili or English.
- 3.0.9 Interest applicants should submit their application by 7th July 2023 3:30 PM through the following addressed;

Zonal Commander
Tanzania Forest Services (TFS) Agency
Southern Zone
P.O.BOX 112
Misitu House, Nyasa West
Masasi, Mtwara

TANZANIA FOREST SERVICES (TFS)
AGENCY
ZONAL MANAGER
SOUTHERN ZONE
P.O. Box 112, MASASI-MTWARA

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