

THE UNITED REPUBLIC OF TANZANIA



PRESIDENT'S OFFICE PUBLIC SERVICE RECRUITMENT SECRETARIAT

Ref.No.JA.9/259/01/B/27

31st August, 2024

VACANCY ANNOUNCEMENT

On behalf of Tanzania Wildlife Management Authority (TAWA) Public Service Recruitment Secretariat (PSRS) invites dynamics and suitable qualified Tanzanians to fill three hundred and fifty-one (351) vacant posts as mentioned below;

1.0 THE TANZANIA WILDLIFE MANAGEMENT AUTHORITY

Tanzania Wildlife Management Authority (TAWA) was established in 2014 through an Establishment Order vide GN. No 135 issued on 9th May, 2014. TAWA was established to take over wildlife management functions that were being performed by the Wildlife Division under the Ministry of Natural Resources and Tourism. The Mandates of TAWA originates from the Section 8 of the Wildlife Conservation Act No. 5 of 2009. The Authority is an autonomous body responsible for protection, management and administration of wildlife resources outside National Parks and Ngorongoro Conservation.

1.1 CONSERVATION RANGER III – DRIVER - 3 POSTS

1.1.1 DUTIES AND RESPONSIBILITIES

- i. To drive the Authority's vehicles;

- ii. To maintain vehicle logbook and movement records;
- iii. To maintain smooth running of vehicles;
- iv. To make simple repair of the vehicles;
- v. To maintain vehicle cleanliness and service schedule.

1.1.2 QUALIFICATIONS AND EXPERIENCE

Holder of Form IV Certificate and a Class “C or E” Driving License who has attended Basic Driving Course offered by VETA or any recognized Institution with Driving experience of at least one (1) year without causing accidents.

1.1.3 AGE LIMIT: Not above 25 years.

1.1.4 REMUNERATION: TAWAS 2.1

1.2 CONSERVATION RANGER III – WILDLIFE MANAGEMENT - 200 POSTS

1.2.1 DUTIES AND RESPONSIBILITIES

- i. To conduct wildlife protection patrols;
- ii. To collect trophies observed during patrol;
- iii. To record poaching incidences, ecological and information;
- iv. To manage crimes scenes and properly collecting exhibits and information
- v. To arrest suspects;
- vi. To take statements from suspects and charging compound fee for admitted wildlife related crimes;
- vii. To provide written statement and testimony on suspects;
- viii. To receive and send messages during patrols;
- ix. To clean and safeguard of firearms;
- x. To support other general operations outside protected areas;

- xi. To combat serious wildlife related crimes such as tourist attack, and armed robbery;
- xii. To conduct special operations against poaching of endangered wild animals;
- xiii. To conduct problem animal controlling patrols;
- xiv. To assess damage caused by wildlife and preparing report;
- xv. To control wild fires;
- xvi. To guard base camp;
- xvii. To supervise hunting and photographic tourism activities;
- xviii. To maintain records of tourism activities; and
- xix. To perform any other related duties that may be assigned by superior.

1.2.2 QUALIFICATIONS AND EXPERIENCE

Holder of Basic Technician certificate of Wildlife Management from a recognized institution.

1.2.3 AGE LIMIT: Not above 25 years.

1.2.4 REMUNERATION: TAWAS 2.1

1.3 CONSERVATION RANGER III – WILDLIFE (TECHNICIAN)- 145 POSTS

1.3.1 DUTIES AND RESPONSIBILITIES

- i. To conduct wildlife protection patrols;
- ii. To collect trophies observed during patrol;
- iii. To record poaching incidences, ecological and information;
- iv. To manage crimes scenes and properly collecting exhibits and information
- v. To arrest suspects;

- vi. To take statements from suspects and charging compound fee for admitted wildlife related crimes;
- vii. To provide written statement and testimony on suspects;
- viii. To receive and send messages during patrols;
- ix. To clean and safeguard of firearms;
- x. To support other general operations outside protected areas;
- xi. To combat serious wildlife related crimes such as tourist attack, and armed robbery;
- xii. To conduct special operations against poaching of endangered wild animals;
- xiii. To conduct problem animal controlling patrols;
- xiv. To assess damage caused by wildlife and preparing report;
- xv. To control wild fires;
- xvi. To guard base camp;
- xvii. To supervise hunting and photographic tourism activities;
- xviii. To maintain records of tourism activities; and
- xix. To perform any other related duties that may be assigned by superior.

1.3.2 QUALIFICATIONS AND EXPERIENCE

Holder of Technician certificate in Wildlife Management from a recognized institution.

1.3.3 AGE LIMIT: Not above 25 years.

1.3.4 REMUNERATION: TAWAS 2.1

1.4 CONSERVATION RANGER II – ASSISTANT WILDLIFE MANAGEMENT OFFICER - 3 POSTS

1.4.1 DUTIES AND RESPONSIBILITIES

- i. To conduct wildlife protection patrols
- ii. To collect trophies observed during patrol
- iii. To record poaching incidences, ecological and information
- iv. To manage crimes scenes and properly collecting exhibits and information
- v. To arrest suspects
- vi. To take statements from suspects and charging compound fee for admitted wildlife related crimes
- vii. To provide written statement and testimony on suspects
- viii. To receive and send messages during patrols
- ix. To clean and safeguard of firearms
- x. To support other general operations outside protected areas
- xi. To combat serious wildlife related crimes such as tourist attack, and armed robbery
- xii. To conduct special operations against poaching of endangered wild animals.
- xiii. To conduct problem animal controlling patrols
- xiv. To assess damage caused by wildlife and preparing report
- xv. To control wild fires
- xvi. To guard base camp
- xvii. To supervise hunting and photographic tourism activities
- xviii. To maintain records of tourism activities
- xix. To perform any other related duties that may be assigned by superior

1.4.2 QUALIFICATIONS AND EXPERIENCE

Holder of at least Diploma in Wildlife Management from a recognized institution.

1.4.3 AGE LIMIT: Not above 25 years.

1.4.4 REMUNERATION: TAWAS 3.1

GENERAL CONDITIONS:

- i. All applicants must be Citizens of Tanzania with age not above **25** years.
- ii. **Applicants should be ready to attend and successfully complete six months of Paramilitary Recruits Course before issued with appointment letter.**
- iii. Applicants must attach an up-to-date Curriculum Vitae (CV) having reliable contacts; postal address/post code, e-mail and telephone numbers.
- iv. Applicants should apply on the strength of the information given in this advertisement.
- v. 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.
- vi. Attaching copies of the following certificates is strictly not accepted: -
 - Form IV and form VI results slips.
 - Testimonials and all Partial transcripts.

- vii. An applicant must upload recent Passport Size Photo in the Recruitment Portal.
- viii. An applicant employed in the Public Service should route his application letter through his respective employer.
- ix. An applicant who is retired from the Public Service for whatever reason should not apply
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, and Public Service Recruitment Secretariat.

P.O. Box 2320, Utumishi Building at University of Dodoma – Dr. Asha Rose Migiro Buildings - Dodoma.

- xiii. Deadline for application is **13st September, 2024;**
- xiv. Only shortlisted 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/>~~http://portal.ajira.go.tz/~~and not otherwise

<http://portal.ajira.go.tz/>(This address also can be found at PSRS Website, Click *'Recruitment Portal'*)

Released by:

**SECRETARY
PUBLIC SERVICE RECRUITMENT SECRETARIAT**