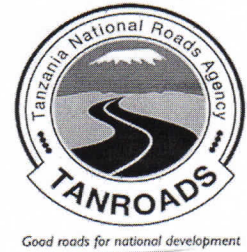


THE UNITED REPUBLIC OF TANZANIA
MINISTRY OF WORKS
TANZANIA NATIONAL ROADS AGENCY
MOROGORO



JOB VACANCIES

Tanzania National Roads Agency (TANROADS) is vested with the responsibility of Maintenance and Development of the Trunk and Regional Roads Network in Tanzania Mainland. It is also responsible in conducting Axle Load Control Operations using weighbridge scales.

The Regional Manager TANROADS Morogoro on behalf of the Chief Executive TANROADS is looking for qualified and competent Tanzanians to fill vacant posts available for the following projects

1. **Construction of Kidatu- Ifakara-Lupiro-Malinyi Kilosa Kwa Mpepo-Londo-Lumecha/Songea (484KM) to bitumen standard under Design and Build; Lot 1: Ifakara-Lupiro-Mtimbira (112KM, Contract No. TRD/HQ/1074/2022/23**

TANROADS therefore intends to recruit qualified and competent staff to fill vacant posts on specified employment contracts for the aforementioned road projects in the following fields.

POSITION TITLE: RESIDENT ENGINEER – 3 POSTS

(a) Entry Qualification:

Must be a registered Civil Engineer with a Degree in Civil Engineering (A Post Graduate Qualification in Highway Engineering is an Added Advantage). Must have a minimum of twelve (12) years of Cumulative (experience in Contract Administration under FIDIC/PPRA Conditions of Contract is an added advantage). Must have served as a project manager/ Resident Engineer or in an Equivalent capacity on at least three (3) bituminous road construction projects of similar magnitude and complexity in the last ten (10) years. Must have a working experience at least three (3) years in sub-Sahara Countries. Proficiency in Written and Spoken English is mandatory.

(b) Duties and Responsibilities:

- Shall be responsible for all technical and administrative aspects on site;
- To supervise the Contractor at the site and force account operations;
- To manage work plans for Project;
- To manage quality control;

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- To manage project contracts;
- To prepare monthly progress report for projects;
- To process contractor invoices and facilitates payments;
- To prepare and attend regular site meetings and prepare minutes;
- To monitor implementation of Social and Environment impact mitigation measures during the constructions of the works in consultation with the Environmental Specialist of TANROADS;
- Keeping updated all records including reports, works diaries, correspondences, instructions given to contractor(s), test records, measurement and quantity calculations, payment records and all other relevant documents pertaining to the works operations and supervision contracts; and
- To perform such other related duties as may be assigned by the Project Manager(PM)

- i. **The Terms of Employment:** Specified Contract for *51 Staff Months*
- ii. **Salary:** TANROADS Salary scale with other site allowances as per TANROADS Incentive Policy

POSITION TITLE: HIGHWAY ENGINEER – 1 POST

(a) Entry Qualifications:

Must be a registered Civil Engineer with a Degree in Civil Engineering or Highway Engineering (A Post Graduate Qualification in Highway Engineering is an Added Advantage). Must have a minimum of ten (10) years of Cumulative experience related to road design and construction. Must have served in a similar capacity on at least two (2) for construction of bituminous roads of similar magnitude and complexity in the last ten (10) years. Must have a working experience at least three (3) years in sub-Sahara Countries. Proficiency in Written and Spoken English is mandatory.

(b) Duties and Responsibilities:

- Shall be responsible for Road Surveys, Construction of Pavement Structures, measuring of Quantities and Management site Operations;
- To supervise conformity of contract conditions and specifications;
- To review existing design and identify any shortfalls and advise to the Resident Engineer appropriately during the construction period;
- To control geometric design conformity in the construction works, with considerations of best practice depending on site conditions;
- To inspect completed works in order to ensure compliance with technical specification requirements;
- To prepare control charts of the main activities and a project master schedule. Indicating both past performance and forecasting for completion including time involved in each case;

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- To measure quantities of works satisfactorily carried out;
- To prepare and submit detailed progress report with updated cost of the civil works to the Resident Engineer; and To perform such other related duties as may be assigned by the Project Manager (PM)

- i. **The Terms of Employment:** Specified Contract for **48 Staff Months**
- ii. **Salary:** TANROADS Salary scale with other site allowances as per TANROADS Incentive Policy

POSITION TITLE: MATERIALS ENGINEER – 1 POST

(c) Entry Qualifications:

Must be a registered Civil Engineer with a Degree in Civil Engineering or Pavement or Materials Engineering (A Post Graduate Qualification in Pavement or Materials Engineering is an Added Advantage). Must have a minimum of ten (10) years of Cumulative experience in pavement/Materials matters related to road works. Must have served in a similar capacity on at least two (2) roads projects bituminous roads of similar magnitude and complexity in the last ten (10) years. Must have a working experience at least three (3) years in sub-Sahara Countries. Proficiency in Written and Spoken English is mandatory.

(d) Duties and Responsibilities:

- Shall be responsible for ensuring the quality of all materials to be incorporated in the works as well as the completed works, conform to the contract specifications;
- Complete of supervision of the laboratory and experiments, to strictly apply the specification;
- Ensure implementation of the QA/QC procedures in the project. The entire Quality Check list is to be effectively implemented;
- Inspecting, testing and approving all materials and completed works to ensure compliance with technical specification requirements;
- Ensure the proper, regular and approved calibrations are taking place and on time for all testing equipment in the laboratories;
- Oversee that all approved materials samples inside the samples room on site are organized, properly stored and labeled;
- Prepare daily reports regarding the work, approved samples and the supplied materials, and check inventories besides keeping records for all materials activities in the project;
- To advise the Resident Engineer regarding the applications of materials used on site in addition to the quality control;

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- Review test results by Contractor and their respective and materials reports and advise on the way forward

i. **The Terms of Employment:** Specified Contract for **40 Staff Months**

ii. **Salary:** TANROADS Salary scale with other site allowances as per TANROADS Incentive Policy

POSITION TITTLE: STRUCTURES/BRIDGE ENGINEER – 3 POSTS

(a) Entry Qualifications:

Must be a registered Civil Engineer with a Degree in Civil Engineering or Bridge or Structural Engineering. Must have a minimum of ten (10) years of Cumulative experience in Bridge Design and Construction. Must have served in at least two (2) roads projects of similar magnitude and complexity in the last ten (10) years. Must have a working experience at least three (3) years in sub-Sahara Countries. Proficiency in Written and Spoken English is mandatory.

(b) Duties and Responsibilities:

- Shall be responsible for ensuring the bridge and other drainage structures are constructed according to design and conform to the contract's specifications;
- Review structural drawings and reports for conformity to the applicable standards and specifications;
- Review, inspect and approve construction materials of works for compliance with technical specification;
- Keep and maintain records including reports, works diaries, correspondences, instructions given to contractor(s) and any other matters related to drainage structures on day-to-day basis
- Approve measured quantities of drainage works satisfactorily carried out on daily basis;
- Prepare and submit mini progress report with updated coasts of drainage works on daily basis; and
- Perform such other related duties as may be assigned by Supervisor

i. **The Terms of Employment:** Specified Contract for **40 Staff Months**

ii. **Salary:** TANROADS Salary scale with other site allowances as per TANROADS Incentive Policy

POSITION TITTLE: SENIOR LAND SURVEYOR (TOPOGRAPHICAL SURVEYOR) - 1 POST

(a) Entry Qualifications

Must possess a Minimum of Diploma in Land Surveying. Must be a registered Land Surveyor. Must have a minimum of eight (8) years of Cumulative experience in Road

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Design and Construction. Must have served in at least two (2) road Construction projects in the last ten (10) years. Must have a working experience at least three (3) years in sub-Sahara Countries. Proficiency in Written and Spoken English is mandatory.

(b) Duties and Responsibilities

- Prepare and maintain sketches, maps and reports of works performed;
- Review survey data for accuracy, including measurements and calculations conducted at survey sites;
- Direct or conduct surveys in order to establish legal boundaries for properties;
- Record the results of surveys, including the shape, contour, location, elevation, and dimensions of land or land features;
- Search legal records, survey records, and land titles in order to obtain information about property boundaries in areas to be surveyed;
- Coordinate findings with engineers, clients, and other stakeholders concerned with projects;
- Adjust surveying instruments in order to maintain their accuracy;
- Establish fixed points for use in making maps, using geodetic and engineering instruments;
- Determine longitudes and latitudes of important features and boundaries in survey areas;
- Develop criteria for survey methods and procedures;
- Determine specifications for photographic equipment to be used for aerial photography; and
- Perform such other related duties as may be assigned by Supervisor

- i. **The Terms of Employment:** Specified Contract for **48 Staff Months**
- ii. **Salary:** TANROADS Salary scale with other site allowances as per TANROADS Incentive Policy

POSITION TITLE: WORKS INSPECTOR - DRAINAGE/STRUCTURE - 3 POSTS

(a) Direct Entry qualifications:

Holders of Bachelor Degree in one of the following fields: Civil Engineering, Highway Engineering, Structural Engineering or equivalent from a recognized Institutions. Must be registered by ERB as Graduate Engineer.

(b) Duties and Responsibility:

- Assists to review all structural drawings and reports for conformity to the applicable standard and specification
- Assists to review, inspect, and approve all materials and completed works to ensure compliance with technical specification requirements.

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- Assists to prepare mini progress report with updated cost of drainage works on daily basis
- To maintain site diary on a daily basis with the contents and format to be agreed by the Employer
- Perform such other related duties as may be assigned by Supervisor.

Terms of Service:

- The Terms of Employment:** Specified Contract for 1 year renewable Depending on the status/progress of the project.
- Salary:** TANROADS Salary scale with other site allowances as per TANROADS Incentive Policy

POSITION TITLE: WORKS INSPECTOR- ROAD WORKS - 4 POSTS

(a) Entry Qualifications

Must be a Tanzanian Citizen who is a holder of Degree in one of the following fields: Civil Engineering, Highway Engineering, Transportation Engineering, or equivalent qualifications from a recognized Institutions with working experience of at least three (3) years in related field. Must be registered by ERB as Graduate Engineer.

(b) Duties and Responsibilities

- Inspect road works to ensure compliance with technical specifications;
- Inspect the implementation of QA/QC procedures in the project;
- Attend contractor's request for inspection;
- Keep daily records for contractor's equipment and personnel;
- Inspect compliance of site health and safety;
- Prepare and submit daily progress report;
- Identify conforming or non-conforming construction materials or works;
- Supervise control of traffic flow at site; and
- Perform such other related duties as may be assigned by Supervisor.

Terms of Service:

- The Terms of Employment:** Specified Contract for 1 year renewable Depending on the status/progress of the project.
- Salary:** TANROADS Salary scale with other site allowances as per TANROADS Incentive Policy

POSITION TITLE: ASSISTANT LAND SURVEYOR - 1 POST

(a) Entry Qualifications:

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Must be a Tanzanian Citizen who is a holder of Diploma in Land Surveying or equivalent from a recognized Institutions with working experience of at least five (3) years in related field.

(b) Duties and Responsibilities:

- To assist in preparation and sketches, maps and reports of works performed;
- To assist in reviewing survey data for accuracy, including measurements and calculations conducted at survey sites;
- To record the results of surveys, including the shape, contour, location, elevation, and dimensions of land or land features;
- To assist in determining specifications for photographic equipment to be used for aerial photography; and
- Perform such other related duties as may be assigned by Supervisor

Terms of Service:

- i. **The Terms of Employment:** Specified Contract for 1 year renewable
Depending on the status/progress of the project.
- ii. **Salary:** TANROADS Salary scale with other site allowances as per TANROADS Incentive Policy

3. POSITION TITTLE: MATERIALS TECHNICIAN - 1 POSTS

(a) Entry Qualifications

Must be a Tanzania Citizen who is a holder of Full Technician Certificate (FTC) or Diploma in Civil Engineering or equivalent from any recognized Learning Institution/colleges with working experience of at least two (2) years in soil/materials laboratory.

(b) Duties and Responsibilities

- To carry out insitu testing;
- To undertake laboratory tests and to monitor tests results and trends;
- To undertake laboratory apparatus and calibration of equipment;
- To prepare materials testing reports; and
- To perform such other related duties as may be assigned by the Materials Engineer

Terms of Service:

- i. **The Terms of Employment:** Specified Contract for 1 year renewable
Depending on the status/progress of the project.
- ii. **Salary:** TANROADS Salary scale with other site allowances as per TANROADS Incentive Policy

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POSITION TITLE: CAD TECHNICIAN – 2 POSTS

(a) Key Entry Qualifications:

Must be a Tanzanian Citizen who is a holder of Diploma in Civil Engineering, Highway Engineering, Land Surveying or equivalent from a recognized Institutions with working experience of at least five (3) years in related field. He/she must have Certificate in CAD training.

(b) Duties and Responsibility:

- To prepare drawings and sketches in collaboration with other staff related to road or bridge design; and
- Liaise with Highway Engineer for sketches or drawings improvements on road/bridge design.

Terms of Service:

- The Terms of Employment:** Specified Contract for 1 year renewable **Depending on the status/progress of the project.**
- Salary:** TANROADS Salary scale with other site allowances as per TANROADS Incentive Policy

POSITION TITLE: SOCIOLOGIST- 1 POST

(a) Entry Qualifications

Must be a Tanzanian Citizen who is a holder of Bachelor Degree in One of the following fields Social Welfare, Psychology, Sociology, Guidance and Counselling or equivalent qualifications from recognized institutions with good working experience of at least two (2) years in related field.

(b) Duties and Responsibilities

- Coordinate local community participation in matters relating to maintenance and development of Roads;
- To conduct Social Impact assessment (SA) projects;
- To prepare resettlement Plans; and
- Performs other duties as may be assigned by the Supervisor.

Terms of Service:

- The Terms of Employment:** Specified Contract for 1 year renewable **Depending on the status/progress of the project.**
- Salary:** TANROADS Salary scale with other site allowances as per TANROADS Incentive Policy

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POSITION TITTLE: ENVIRONMENTALIST- 1 POST

(c) Entry Qualifications

Must be a Tanzanian Citizen who is a holder of Bachelor Degree in One of the following fields Environmental Science and Management, Environmental Planning and Management, Geography and Environmental Studies, or equivalent qualifications from recognized institutions with good working experience of at least two (2) years in related field.

(d) Duties and Responsibilities

- To conduct environmental research on road maintenance and development works;
- Updates the environmental management procedures to the roads Sector;
- To conduct environmental impact assessments for road projects; and
- Performs other duties as may be assigned by the Supervisor.

Terms of Service:

- The Terms of Employment:** Specified Contract for 1 year renewable **Depending on the status/progress of the project.**
- Salary:** TANROADS Salary scale with other site allowances as per TANROADS Incentive Policy

POSITION TITTLE: OFFICE MANAGEMENT SECRETARY - 4 POSTS

(a) Entry Qualifications

Must be a Tanzanian Citizen who is a holder of Diploma in Secretarial Studies or equivalent qualifications from recognized institutions with good working experience of at least two (2) years in related field.

(b) Duties and Responsibilities

- Maintain an office diary at site;
- Prepare correspondence reports;
- Facilitate site meetings;
- Attend visitors;
- Attend office phone calls; and
- Performs other duties as may be assigned by the Supervisor.

Terms of Service:

- The Terms of Employment:** Specified Contract for 1 year renewable **Depending on the status/progress of the project.**
- Salary:** TANROADS Salary scale with other site allowances as per TANROADS Incentive Policy

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PLEASE NOTE:

The extra posts for two (2) Resident Engineers, Two (2) Structural Engineers, Two (2) inspectors – Road Works, One (1) Inspector – Drainage/Structural, One (1) Card Technician and Three (3) Office Management Secretaries will be for one of the following projects with the same CVs as per item 1 (The applicant to item 2 and 3 to state whether his/her willing to item 2 or 3).

2. **Upgrading of Morogoro (Bigwa)– Mvuha Road (78km) to Bitumen Standard Including Ruvu (64m) & Mvuha (60m) Bridges, Contract No. TRD/HQ/1008/2023/24**
3. **Upgrading of Ifakara – Kihansi Road (124km) to Bitumen Standard, Lot 2. Mbingu – Chita Section (37.5km) Contract No. TRD/HQ/1016/2023/24**

All interested and qualified Tanzanians are invited to submit their applications enclosing their detailed and signed Curriculum Vitae, Certified Copies of relevant Education and Professional Certificates with names of two reputable referees and their contact addresses, telephone number (s) and e-mail addresses, so as to reach the below mentioned addressee not later than 16.30 hours on 21st July, 2025.

Late Applications will not be considered for evaluation under this recruitment. Only shortlisted candidates will be contacted. Those applicants who will not be contacted for interview should consider themselves unsuccessful.

Applications should be submitted to: -

**The Regional Manager,
TANROADS,
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