

# THE UNITED REPUBLIC OF TANZANIA



## PRESIDENT'S OFFICE

### PUBLIC SERVICE RECRUITMENT SECRETARIAT

**Ref.No.JA.9/259/01/A/141**

**12<sup>th</sup> AUGUST, 2022**

On behalf of Tanzania Wildlife Management Authority (TAWA), Public Service Recruitment Secretariat invites qualified Tanzanians to fill **53** vacant posts mentioned below.

#### **1.0 TANZANIA WILDLIFE MANAGEMENT AUTHORITY (TAWA)**

Tanzania Wildlife Management Authority (TAWA) was established in 2014 through an Establishment Order GN. No 135 issued on 9th May, 2014. TAWA was established to take over wildlife management functions originally performed by the Wildlife Division of the Ministry of Natural Resources and Tourism. The Authority is an autonomous body responsible for protection, management and administration of wildlife resources outside National Parks and Ngorongoro Conservation Area.

#### **1.1 GAME WARDEN II (53 POSTS)**

##### **1.1.1 DUTIES AND RESPONSIBILITIES**

- i. To supervise field operations
- ii. To prepare and executing patrol plans
- iii. To allocate field gears to Conservation Rangers
- iv. To ensure proper use and safe keeping of field gear and equipment
- v. To prepare field patrol reports
- vi. To conduct wildlife protection patrols
- vii. To collect trophies observed during patrol
- viii. To record poaching incidences, ecological data and other information

- ix. To manage crime scenes and properly collecting exhibits and information
- x. To arrest suspects
- xi. To take statements from suspects and charging compound fee for admitted wildlife related crimes
- xii. To provide written statement and testimony to the court on accused persons
- xiii. To execute field patrols
- xiv. To receive and sending messages during patrols
- xv. To clean and safeguarding of firearms
- xvi. To control problem animals
- xvii. To assess damage caused by wildlife and preparing report
- xviii. To certify animals hunted (For Ranger In-charge working in Ecosystem)
- xix. To verify hunted trophies against hunting permits and issuing trophy ownership certificates
- xx. To control wild fires
- xxi. To guard base camp
- xxii. To guard visitors, staff and their properties
- xxiii. To supervise hunting and photographic tourism activities
- xxiv. To perform any other related duties that may be assigned by superior.

### **1.1.2 QUALIFICATION AND EXPERIENCE**

Holder of Technician Certificate in Wildlife Management from a recognized institution. The candidates shall be required to attend and pass military recruit course, must have clean criminal record and below 25 years old.

### **1.1.3 Salary Scale: TAWAS 3**

### **GENERAL CONDITIONS**

- i. All applicants must be Citizens of Tanzania generally with an age not above **25** years of age except for those who are in Public Service;
- ii. **People with disabilities are highly encouraged to apply and should indicate clearly in the portal for Public Service Recruitment Secretariat attention;**
- 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;
- x. An applicant should indicate three reputable referees with their reliable contacts;
- xi. Certificates from foreign examination bodies for Ordinary or Advanced level education should be verified by The National Examination Council of Tanzania (NECTA).
- xii. 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);
- xiii. An applicant with special needs/case (disability) is supposed/advised to indicate;
- xiv. A signed application letter should be written either in Swahili or English and addressed to Secretary, Presidents Office, Public Service Recruitment Secretariat.  
**Box 2320, University of Dodoma, Utumishi/Asha Rose Migiro Buildings Dodoma.**
- xv. Deadline for application is **25<sup>th</sup> August, 2022;**
- xvi. Only shortlisted candidates will be informed on a date for interview and;

- xvii. 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



*Jiandae kuhesabiwa Siku ya Jumanne tarehe 23 Agosti, 2022*