



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



**JOB VACANCIES**  
**RE ADVERTISED**

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 Coast on behalf of the Chief Executive TANROADS is looking for qualified and competent Tanzanians to fill vacant posts available for one (1) project of **UPGRADING OF UTETE – NYAMWAGE (33.7KM) TO BITUMEN STANDARD CONTRACT NO: TRD/HQ/1036/2022/23.**

Therefore, TANROADS intends to recruit qualified and competent staff to fill vacant posts on specified employment contract for the road project in the following fields:-

**POSITION TITLE: RESIDENT ENGINEER – 1 POSTS**

**(a) Entry Qualification:**

Holders of Bachelor Degree in Civil Engineering, or equivalent qualification from a recognized Institution. Must be registered with ERB as Professional Engineer and have a current practicing certificate. Post graduate qualification in Civil Engineering will be an added advantage.

Must have a cumulative working experience of at least ten (10) years in road and bridges construction designs, supervision and contract management/administration under FIDIC Conditions of Contract. Must have served as the Resident Engineer or equivalent capacity in at least three (3) road construction projects of similar nature in the last 10 years. Proficiency in written and spoken English is mandatory.

**(b) Duties and Responsibilities:**

- i. Shall head the site staff and shall be responsible for all technical and administrative aspects on site;
- ii. To supervise the Contractor at site and force account operations;
- iii. To manage work plans for the project;
- iv. To manage quality control;
- v. To manage project contracts;
- vi. To prepare monthly progress reports for project;
- vii. To process contractor invoices and facilitates payments;
- viii. To prepare and attend regular site meetings and prepare minutes;
- ix. To monitor implementation of Social and Environmental Impact mitigation measures during the construction of the works in consultation with the Environmental Specialist of TANROADS.

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Regional Manager's Office , P.O Box 30150, Kibaha- Pwani. Telephone: +255 23 2935012, Fax: 255 2935013

Email: [rm-coast@tanroads.go.tz](mailto:rm-coast@tanroads.go.tz)

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**TANROADS** is an Executive Agency of the Ministry of Works established under the Executive Agencies Act, 1997

- x. 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
- xi. To perform such other related duties as may be assigned by the Project Manager (PM)

**POSITION TITLE: CAD TECHNICIAN – 1 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 (5) years in related field. He/she must have Certificate in CAD training.

**(b) Duties and Responsibility:**

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

Successful applicants must be ready to work for considerable lengths of time in Coast Region where projects are located.

**Terms of Service:**

- i. **The Terms of Employment:** Specified Contract for 1 year

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 from 18<sup>th</sup> January, 2025 to 31<sup>st</sup> January, 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,  
P. O Box 30150,  
KIBAHA – COAST.**

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