



MINISTRY OF INDUSTRY AND TRADE
WEIGHTS AND MEASURES AGENCY



JOB OPPORTUNITY

EMPLOYMENT OPPORTUNITY

04/12/2024

The Weights and Measures Agency (WMA) is an Executive Agency responsible for fair trade transactions, through Legal Metrological Control. It was established in 2002 in pursuance to the Executive Agencies Act Cap 245 to replace the then Weights and Measures Bureau under the Ministry of Industry and Trade. The move was part of the Public Service Reform Program (PSRP) of which its objective was to improve efficiency and effectiveness of public service delivery. Currently WMA is operating under the Weights and Measures Act Cap. 340 (R.E. 2002) and Executive Agencies Act Cap. 245 (R.E.2002).

Applications are invited from suitable qualified and experienced Tanzanians to fill twenty (20) vacant positions on a contract period of ONE year at Weights and Measures Agency (WMA);

1.0 DRIVER II (20 Posts)

1.1 Direct Entry Qualification

Holder of Form IV Certificate and a Class "C1 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. Possession of Trade Test Grade II/Level II in Motor Vehicle Maintenance/Mechanics is an added advantage.

1.2 Duties and responsibilities

- i. Drive all type of vehicles of the Agency;
- ii. Provide driving service to the Agency's staff;
- iii. Transport parcels when required;
- iv. Maintain the log – book for each and every trip;
- v. Collect mails when required;
- vi. Deliver mails to the post office and to customers in accordance with the instructions given by his supervisor; and
- vii. Perform any other duties as may be assigned to her/him.

1.3 Salary Scale: WMAS 2

GENERAL CONDITIONS:

- i. All applicants must be Citizens of Tanzania with age not above 45 years of age;
- ii. Applicants must attach an up-to-date Curriculum Vitae (CV) having reliable contacts; postal address/post code, e-mail and telephone numbers;
- iii. Applicants must attach their certified copies of the following certificates:
 - Form IV and Form VI National Examination Certificates;
 - Driving License
 - Basic Driving Course Certificate
 - Birth certificate and
 - National Identification Card
- iv. Attaching copies of the following is strictly not accepted:
 - Form IV and form VI results slip;
 - Testimonials and all partial transcripts;
- v. An applicant who is retired from the Public Service for whatever reason should not apply;
- vi. An applicant should indicate three reputable referees with reliable contacts;
- vii. Applicants with special needs or disability are advised to indicate;
- viii. Only short-listed candidates will be informed on the date of interview and;
- ix. Presentation of forged certificates and other information will necessitate legal action.

APPLICATIONS:

Interested applicants should submit their applications to the following postal address:

Chief Executive Officer,
Weights and Measures Agency,
P. O. Box 313,
DAR ES SALAAM.

The deadline for submitting applications is 14 days from the date of advertisement.

