



NEW JOB ADVERTISEMENT

Introduction

Rafiki Social Development Organization is a development and advocacy non-Governmental and non-profit sharing Organization working with Children, Youth, Marginalized and Vulnerable groups, families and their communities to reach their full potential by advocating for their rights and tackling the causes of poverty and injustice. The Organization was established in January 2005 and registered under the NGO Act of 2002, issued with a registration number No.00NGO/00006336 to operate in Tanzania Mainland. Rafiki-SDO in partnership with PACT implement the USAID Adolescents and Children HIV Incidence Reduction, Empowerment and Virus Elimination project (ACHIEVE). ACHIEVE is a five-year global effort to reach and sustain HIV epidemic control among pregnant and breastfeeding women, adolescents, infants and children. The project is funded by the U.S. Agency for International Development and implemented by a Pact-led consortium of top global HIV/AIDS partners. The ACHIEVE consortium works with USAID Missions, national governments and existing response partners to identify gaps in HIV prevention and treatment programming among target populations. As part of its strategy, ACHIEVE is working to prevent and respond to gender-based violence and to empower youth to own their own future.

To facilitate smooth implementation of this project, RAFIKI-SDO wishes to recruit qualified, experienced, motivated and dynamic individuals in the following positions available;

PROJECT MANAGER (1 POST)

Office location: Mara Region

Work station: Bunda DC & Rorya DC

Reporting to: Executive Director

Duration: 12 Months / Renewable (full time)

Salary: Attractive package

Job Objective: To provide overall leadership and management of ACHIEVE Tanzania project implementation at council level and ensures efficient and effective linkages, collaboration, and networking with LGA authorities.

Roles and Responsibilities:

- Provide overall technical, operational, and administrative support to project staff and promotes an organizational culture where policies and values are observed.
- Oversee project budget including tracking spending, disallowed cost, approve travel request, staffs' liquidation, reviews and approve all project expenses.
- Project Manager is the main point-person with Pact Cluster Office for all ACHIEVE Tanzania project implementation by the CSO.
- Project Manager is the project leader who is ultimately responsible and accountable for timely, quality project implementation across all councils where the CSO is implementing.

- Work in collaboration with DSWO, DMO, DACC, CHACC at district level and Pact technical coordinators at cluster level to ensure high quality project activities delivery.
- Ensure preparation and timely completion and submission both financial and narrative reports (monthly, quarterly, semiannual, and annual).
- Work with Data and M&E Officers to ensure that appropriate data is obtained to produce high quality timely reports.
- In collaboration with organization management, mentors project staff (Case Management officer, Health and HIV Officer, Case Management Coordinator, DREAMS Officer etc.) as appropriate in project management, organizational development, and community development issues.
- Supports performance of project staffs (Case Management officer, Health and HIV Officer, Case Management Coordinator, DREAMS Officer etc.) by proactively addressing performance issues through regular, constructive, and honest feedback, and coaching and identifying necessary staff development needs for direct reports.
- Ensure staff are supported to deliver quality results in all project implementation activities.
- Provides mentoring and guidance to the team members and models best practices; advises and trains other team members on, organization policies, procedures, tools, and methodologies, as needed.
- Represents ACHIEVE Tanzania Project in public events, stakeholders' meetings and coordinate with other donor funded programs at council level.
- Performs other related tasks as needed

Required Qualifications and Experience

- Bachelor's degree in Sociology, Public Health, or Economic Development, Community Development, or relevant degree.
- At least 3 years' relevant experience.
- Previous experience managing staff.
- Experience in at least one of the following technical areas: Economic strengthening, Youth and Adolescent work, Case Management, Bi-Directional Reference, ECD, or Child protection.
- Fluency in English and Kiswahili.
- Understanding of OVC issues and child protection.

Job Title: Project Accountant - (1 POST)

Office location: Mara Region

Work station: Bunda DC & Rorya DC

Reporting to: Project Manager

Duration: 12 Months / Renewable (full time)

Salary: Attractive package

- Establish financial systems and policies for the project to ensure Organization compliance, practices, and regulations;
- Provide financial and administrative support in the design, implementation, and monitoring of project activities;
- Advise project staff on donor requirements; and provide training on financial management, recordkeeping, operational systems, and policies as needed;

- Maintain audit trail for all projects matters ie. proper book keeping both soft and hard copies, proper filling of project documents e.t.c
- Ensure sufficient internal controls are maintained throughout the project life, ie. bank reconciliations and all expenses are with proper approvals.
- Maintain project fixed assets register
- Develop and monitor budgets for the project;
- Work with program staff to finalize and administer sub agreements, subcontracts, MOU and other related project agreements;
- Effectively communicate with and orient subrecipients to ensure understanding of donor regulations, cost norms and requirements. Ensure the financial monitoring of all
- project sub-grants in accordance with proper accounting principles and donor requirements;
- Work with procurement process to ensure proper planning, purchasing and distribution of project products in compliance with Rafiki-SDO policies and donor regulations;
- Analyze project expenses, including subrecipient financial reports, on a monthly and quarterly basis;
- Assess cost-effectiveness of methodologies proposed by the project leadership team;
- Coordinate input for the annual budgeting process with the Chief of Party and subrecipients;
- Supervise other financial and administrative staff;
- Ensure timely preparation and submission of complete and accurate financial reports and cash requests as per donor requirements.
- Maintain effective linkages between technical components, grants and finance and administrative functions within the project.
- Oversee compliance of Donor financial policy guidelines, policies and procedure of Government of Tanzania relating to all statutory requirements (PAYE, WHT, SDL, WCF, NSSF, HESLB) and any other income tax.

Qualification and Experience

- University degree in Accounting and Finance, economics or another relevant field;
- At least seven (03) years of experience working on donor-funded development programs and financial management;
- At least one (01) year in a supervisory role

JOB TITLE: Monitoring and Evaluation Coordinator (M&EC) (1 POST)

Office location: Mara Region

Work station: Bunda DC & Rorya DC

Reporting to: Project Manager

Duration: 12 Months / Renewable (full time)

Salary: Attractive package

Overview:

Serve as an active member of the CSOs management team for the implementation of ACHIEVE Tanzania project with the primary responsibility of strategic leadership and management of Monitoring and Evaluation functions under the leadership and direction of Project Manager.

Responsibilities:

The M&E Coordinator must develop a close working relationship with the technical team (ESLO, CMOs, CMCs, HHOs etc.) to ensure quality data is collected and entered in the database. The coordinator will be responsible for:

- Support in implementing and overseeing monitoring and evaluation activities in the council level, including development of CSOs M&E plans and data collection frameworks to support data management, and reporting.
- Support data analysis for their respective councils, visualization and use of data to assess daily and monthly CSOs performance trends and help CSOs management to interpret program performance and implications of data for programming.
- Participate actively in generating data for CSOs management monthly and quarterly narrative reports or other reports, as needed.
- Organize and supervises routine internal data quality assessments (DQAs) for each council under management of the CSOs.
- Facilitate communication, technical and working linkages between technical team and M&E team within and between councils.
- Play a coordinating function for producing data and feeding to CSOs management for program decision making at council and organizational level.
- Provided technical assistance to CSOs technical team members (CMOs, CMCs, HHOs, ESLOs, DREAMS Officer etc.) on developing and monitoring targets in compliance with the developed and approved M&E plan.
- Conduct and coordinate provision of regular data collection and entry visits to Community Case Workers (CCWs); identify data entry challenges and provide technical assistance on data entry to CCWs.
- Serve as a mentor to CSOs technical team members (CMOs, CMCs, HHOs, ESLOs, DREAMS Officer etc.) and provide technical assistance in various areas relating to M&E function.
- Organize and coordinate quarterly data review meeting at councils' level by supporting program performance presentation preparations, and data interpretation.
- Organize and manage all Quality Improvement (QI) activities of the CSOs.
- Manage council level Monitoring and Evaluation Officers (M&EOs) by ensuring that they all have performance objectives, conducts one to one meeting and regularly evaluate their performance against agreed performance goals.
- Other tasks as assigned

Minimum Requirements:

Education:

- Bachelor's degree in statistics, public health, Information technology, Computer science, demography, or other social science area.
- Academic qualification in monitoring and evaluation will be an added advantage.

Experience:

- The ideal candidate will have at least 3 years professional experience working in Monitoring, Evaluation, and reporting, preferably working with donor funded programs.
- Adept at data quality assessment, data analysis, visualization, and use
- 2 - 3 years' work experience supporting technical or programmatic activities in orphans and vulnerable children (experience with health facility setting a plus)
- Experience with DHIS2 preferred other software a plus.

- Experience implementing qualitative and quantitative research a plus
- Report writing and publication skills
- Excellent written, oral and presentation skills in English and Kiswahili
- Excellent peoples and partnership skills.
- Collaborative team player with leadership skills
- Experience with PEPFAR 3.0 funded projects in Tanzania is a plus
- The candidate should have experience in training / workshop facilitation, mentoring and proven ability to develop and maintain effective work relationships with government and other NGO counterparts.

Skills:

- Ability to work effectively with multiple teams, partner agencies and community members.
- Knowledge of different database software
- Proficient with MS Excel, SPSS, Stata etc.
- Availability and willingness to travel up to 50% time

JOB TITLE: Economic Strengthening and Livelihoods Officer (ESLO) cumm Youth Intervention Livelihood Officer (YILO) (1 Position)

Office location: Mara Region

Work station: Bunda DC/Rorya DC

Reporting to: Program Manager

Duration: 12 Months / Renewable (full time)

Salary: Attractive package

Position Summary:

Economic Strengthening and Livelihoods Officer (ESLO) cumm Youth Intervention Livelihood Officer (YILO) is an important position for each council implementing ACHIEVE Tanzania project with an overall objective of supporting at risk Adolescent Girls and Young Women (AGYW) and OVC Caregivers participation in Economic Strengthening (ES) activities. The position holder will specifically strive to integrate evidence based financial literacy modules to empower AGYW and OVC Caregivers to establish and sustain viable Income Generating Activities (IGAs).

Roles & Responsibilities:

- Directly supervise and provide technical support to Livelihood Volunteers (LVs) and Independent Livelihood Volunteers (ILVs) in his or her council.
- Provide consistent monitoring, coaching and mentorship support to Livelihood Volunteers (LVs) in his or her council and ensure that they master the skills to graduate into Independent Livelihood Volunteers (ILVs).
- Recruit and train LVs in the WORTH Yetu model and oversee LVs to establish and support technically new and inherited WORTH Yetu groups.
- Ensure that LVs provide facilitation support for WORTH Yetu Groups and ensure that 60% of project enrolled caregivers, destitute household members with lower savings levels and interest join WORTH Yetu Groups.
- Ensure that WORTH Yetu Groups establish Community Resource Mobilization Committees (CRMC) to map community resources for social protection.
- Conduct overarching mapping of economic strengthening service providers in implementation areas.

- Work with district-level TASAF to ensure ACHIEVE Project Tanzania is aware of new expansion areas and that TASAF can refer TASAF beneficiaries to ACHIEVE Project Tanzania for screening and enrollment.
- Roll out a Household Financial Literacy and Money Management curriculum to LVs and ensure a quality roll out to WORTH Yetu members.
- Lead in conducting market assessments and creation of business networks and learning and sharing cohorts within industry types.
- Train LVs to roll out a self-assessment tool with mature groups; establish relationships with pro-poor financial institutions.
- Provide continuous supportive supervision to LVs to ensure quality economic strengthening programming through Instruction, Modelling, Rehearsing and Feedback (IMRF) approach.
- Submit timely economic strengthening and youth updates to the Program Manager for inclusion in the quarterly, semi-annual, and annual reports.
- Document Economic Strengthening specific lessons learned and best practices for experience sharing and replication.
- Perform any other relevant duties as assigned by the Project Coordinator.

Minimum required Qualifications, Experience and Skills

Education:

- Diploma in Business Administration, or economics, Community Development, Community Economic Development (CED), Social Work etc.
- Bachelor's degree or higher, in the above-mentioned fields will be an added advantage.

Skills:

- Strong M&E skills and experience in strategic information
- Excellent written and oral communication skills in Swahili and English including excellent training skills in working with adult learner learners, particularly at the community level.
- Able and willing to work flexible hours as needed without constantly or close supervision
- Demonstrate leadership and team building skills.
- Diplomacy and negotiation skills that demonstrate ability to collaborate coordinate with a range of stakeholders and complex priorities.

Experience:

- At least two (2) years' experiences in a field position with an organization in public health or OVC programming. Experience in establishment, formation, and supporting community groups, IGAs etc. is preferred.
- Experienced with PEPFAR 3.0 funded project in Tanzania.
- Experience implementing program and donor regulations, systems, and procedures.
- Experience in an Appreciative Inquiry (AI) approach in development and social work.

JOB TITLE: Case Management Officer (CMO) -(1 POST)

Office location: Mara Region

Work station: Bunda DC & Rorya DC

Reporting to: Project Manager

Duration: 12 Months / Renewable (full time)

Salary: Attractive package

Position Summary:

The overall purpose of Case Management Officer position is to provide strategic leadership and management of National Integrated Case Management System (NICMS) function at CSO and council level. The job holder will ensure high quality case management services are offered to OVC caregivers and Children and Adolescents living with HIV.

Roles & Responsibilities:

- Oversee Case Worker Coordinators and provide overall leadership for case management activities.
- Share direct supervision responsibilities of Community Case Workers (CCWs), Lead Case Workers (LCWs) and Community Health Workers (CHWs) with Case Management Coordinators.
- Disseminate and ensure adherence to case management, child protection, referral and linkages, parenting, and M&E guidance, standard operating procedures (SOPs) and other job-aids that facilitate holistic case management at the household/community levels.
- Ensure that case management services delivered address the holistic needs of OVC and caregivers including health, nutrition, education, protection, livelihoods, and psycho-social well-being.
- Conduct quality step-down trainings to Case Management Coordinators and CCWs.
- Regularly monitor case management activities and use the information to improve case management quality and implementation.
- Ensure CCWs complete required case management forms and ensure case filing system is developed and maintained.
- Work in partnership with local government authorities as appropriate, including but not limited to District Executive Directors (DEDs), Council Health Management Teams (CHMTs), District Social Welfare Officers (DSWOs), and Ward-level officials.
- Create community linkages for broader community engagement of youth and caregivers in case management, child protection, parenting, etc.
- Map existing community cadres (Community Health Workers, Home-Based Care Workers, Para-Social Workers, etc.) in communities and assist government officials to recruit and select CCWs for the National Integrated Case Management System (NICMS) Training for CCWs.
- Ensure that all CCWs are oriented to the Child Protection Policy and Code of Conduct; take all cases of child abuse seriously and follow national protocols to ensure timely reporting.
- Ensure CCWs are coordinating with local structures including health facilities and NPA-VAWC Committees.
- Lead the development of a service directory for social services (in coordination with the Health and HIV services Officer) in implementation areas; update the directory at least once per quarter.
- Ensure that Case Management Coordinators are providing continuous mentoring and support to CCWs; directly conduct supportive supervision to Case Management Coordinators and CCWs.
- Submit timely updates to the Program Manager for inclusion in the quarterly, semi-annual, and annual reports.
- Document specific case management lessons learned and best practices for experience sharing and replication.
- Perform any other relevant duties as assigned by the Project Manager.

Minimum required Qualifications, Experience and Skills**Education:**

- Diploma in Social Work or Public Health. Diploma in Community Development, Community Economic Development (CED), may be considered.
- Bachelor's degree or higher, in the above-mentioned fields will be an added advantage.

Skills:

- Strong M&E skills and experience in strategic information
- Excellent written and oral communication skills in Swahili and English including excellent training skills in working with adult learner learners, particularly at the community level.
- Able and willing to work flexible hours as needed without constantly or close supervision
- Demonstrate leadership and team building skills.
- Diplomacy and negotiation skills that demonstrate ability to collaborate coordinate with a range of stakeholders and complex priorities.

Experience:

- At least two (2) years' experiences in a field position with an organization in public health or OVC programming.
- Experience in Home Based Care (HBC), National Integrated Case Management Systems (NICMS), PEPFAR OVC/MVC differentiated care of services etc. is preferred.
- Experienced with PEPFAR 3.0 funded project in Tanzania.
- Experience implementing program and donor regulations, systems, and procedures.
- Experience in an Appreciative Inquiry (AI) approach in development and social work.

Job Title: HIV AND HEALTH OFFICER (1 POST)

Office location: Mara Region

Work station: Bunda DC & Rorya DC

Reporting to: Project Manager

Duration: 12 Months / Renewable (full time)

Salary: Attractive package

Position Summary:

The overall objective of this position is to contribute towards strategic service delivery to OVCs and their caregivers, address critical barriers to service access, uptake, and adherence to scale up impact service delivery, advance progress towards 95-95-95 goals and improve health and social outcomes among OVC and their families. The job holder will ensure sound and vibrant bi-directional referral and linkage system, improved case identification, linkages to ART and Viral Load suppression among Children and Adolescents Living with HIV/AIDS.

Roles & Responsibilities:

- Represent the CSO and coordinate with the Council Health Management Team regarding HIV and health related activities.
- Hold monthly coordination meetings with Care & Treatment Centers (CTC) in implementation area to support shared confidentiality, facilitate case conferencing, improve the bi-directional referral system, and ensure HIV positive beneficiaries receive needed services.
- Support Early Childhood Development (ECD) corners at targeted health facilities, including regular monitoring and supportive supervision.

- Support the facilities to have an updated enrollment register at the facility that demonstrate the cascade of enrollment of CLHIV at the CTC.
- Support Community Case Workers (CCWs) to work with high pediatric volume CTCs to trace HIV positive OVC who miss appointments, enroll them into ACHIEVE Project, and link them back to CTCs.
- Support CCWs to conduct HIV risk assessments for OVC during case management; refer and link at risk OVC to HIV Testing and Counseling (HTC).
- Schedule quarterly Sexual Reproductive Health Education outreaches to Adolescent Girls and Young Women (AGYW), DREAMS Girls in school and organize HTC outreaches for adolescents with high-risk behaviors.
- Work with Health Facility Implementing Partners to roll out a supplemental HIV curriculum to CCWs and ensure CCWs provide appropriate support to HIV positive OVC and caregivers.
- Support CCWs to strengthen the capacity of caregivers to support HIV positive OVC and ensure CCWs refer HIV positive OVC and caregivers to PLHIV support groups.
- Support the roll out of evidence-based curriculums relating to HIV (e.g., Steppingstone, Furaha Lifelong Parenting (Sinovuyo), Sexual Reproductive Health Education, Care for Child Development, etc.)
- Support the establishment of a bi-directional referral system to monitor beneficiaries through the HIV continuum of care as well as service completion for other health and social services.
- Monitor implementation, bottlenecks, performance metrics of the bi-directional referral system; proactively offer solutions, conduct quality improvement activities, and implement adjustments to improve referral outcomes.
- Participate in quarterly council level quality improvement meetings with relevant bi-directional referral system stakeholders; ensure actions from the meetings are implemented and the bi-directional referral system is improved.
- Work with the M&E officer to ensure all bi-directional referral data are accurate and produced weekly; use data for decision-making.
- Lead the development of a service directory for health, nutrition, and HIV services in implementation area; update the directory at least once a year.
- Support CCWs to conduct nutrition activities, including nutrition assessments, counseling, and linkage to other nutrition service providers.
- Provide continuous supportive supervision to CCWs to ensure provision of health-related services and referrals and linkages to beneficiaries.
- Submit timely updates to the Program Manager for inclusion in the quarterly, semi-annual, and annual reports.
- Document lessons learned and best practices for experience sharing and replication.
- Perform any other relevant duties as assigned by the Project Manager.

Minimum required Qualifications, Experience and Skills

Education:

- **MUST** be Diploma holder in Clinical Medicine or Nursing.
- Bachelor's degree or higher in medicine or nursing will be an added advantage.

Skills:

- Good understanding of Government of Tanzania health policies.
- Strong M&E skills and experience in strategic information.

- Excellent written and oral communication skills in Swahili and English including excellent training skills in working with adult learner learners, particularly at the community level.
- Able and willing to work flexible hours as needed without constantly or close supervision
- Demonstrate leadership and team building skills.
- Diplomacy and negotiation skills that demonstrate ability to collaborate coordinate with a range of stakeholders and complex priorities.

Experience:

- At least two (2) years' experiences in a field position with an organization in public health or OVC programming. Experience in implementation of community programs in health/HIV, MNCH, TB/Malaria etc., is preferred.
- Experienced with PEPFAR 3.0 funded project in Tanzania.
- Experience implementing program and donor regulations, systems, and procedures.
- Experience in an Appreciative Inquiry (AI) approach in development and social work.

JOB TITLE: CASE MANAGEMENT COORDINATOR (2 POST)

Office location: Mara Region

Work station: Bunda DC/Rorya DC

Reporting to: Case management officer

Duration: 12 Months / Renewable (full time)

Salary: Attractive package

Responsibilities:

- Supervise Community Case Workers (CCWs) and provide continuous mentoring and support to ensure delivery of high-quality case management services.
- Disseminate and ensure adherence to case management, child protection, referral and linkages, parenting, M&E guidance, standard operating procedures (SOPs) and other job-aids that facilitate holistic case management at the household/community levels.
- Ensure case management services delivered address the holistic needs of OVC and caregivers including health, nutrition, education, protection, livelihoods, and psycho-social well-being.
- Conduct quality step-down trainings to CCWs and facilitate monthly meetings in the field to introduce new topics, improve quality, and reinforce guidelines and procedures.
- Ensure CCWs complete required case management forms and case filing system is well maintained
- Work in partnership with local government authorities as appropriate, including but not limited to District Executive Directors, Council Health Management Teams, District Social Welfare Officers, and ward level officials.
- Create community linkages for broader community engagement of youth and caregivers in case management, child protection, parenting, etc.
- Assist in mapping existing community cadres (Community Health Workers, Home-Based Care Workers, Para-Social Workers, etc.) in communities and assist government officials to recruit and select CCWs for the National Integrated Case Management Training for CCWs.
- Ensure that all CCWs are oriented in the Child Protection Policy and Code of Conduct; take all cases of child abuse seriously and follow national protocols to ensure timely reporting.

- Ensure CCWs are coordinating with local structures including health facilities and Child Protection Committees (formerly known as Most Vulnerable Children's Committees).
- Assist in the development of a service directory for social services (in coordination with the Health and HIV services Officer) in implementation areas; update the directory at least once a year.
- Submit timely updates to the Case Management Officer for inclusion in the quarterly, semi-annual, and annual reports.
- Document lessons learned and best practices for experience sharing and replication.
- Perform any other relevant duties as assigned by the Case Management Officer.

Minimum required Qualifications, Experience and Skills

Education:

- Certificate in Social Work or Public Health. Certificate in Community Development, Community Economic Development (CED), may be considered.
- Diploma or higher, in the above-mentioned fields will be an added advantage.

Skills:

- Strong M&E skills and experience in strategic information
- Excellent written and oral communication skills in Swahili and English including excellent training skills in working with adult learner learners, particularly at the community level.
- Able and willing to work flexible hours as needed without constantly or close supervision
- Demonstrate leadership and team building skills.
- Diplomacy and negotiation skills that demonstrate ability to collaborate coordinate with a range of stakeholders and complex priorities.

Experience:

- At least two (2) years' experiences in a field position with an organization in public health or OVC programming.
- Experience in Home Based Care (HBC), National Integrated Case Management Systems (NICMS), PEPFAR OVC/MVC differentiated care of services etc. is preferred.
- Experienced with PEPFAR 3.0 funded project in Tanzania.
- Experience implementing program and donor regulations, systems, and procedures.
- Experience in an Appreciative Inquiry (AI) approach in development and social work.

JOB TITLE:DATA CLERK (2 post)

Office location: Mara Region

Work station: Bunda DC/Rorya DC

Reporting to: Monitoring and Evaluation coordinator

Duration: 12 Months / Renewable (full time)

Responsibilities:

- Enter data, run output reports from data bases and cross-check with data sources to make sure that data are accurate.
- Assist the Monitoring and evaluation coordinator in keeping records of all the forms collected from field activities file completed forms in organized manner Enter data, run output reports from data bases and cross check with data sources to make sure that data are accurate.

- Ensure all data are routinely entered into the data base and updated
- Ensuring data quality through reviewing of all data collection forms submitted to the office by field officers and other data collectors particularly, health unit's staff and identifying the errors and working with data collectors to ensure that the errors are timely addressed.
- Ensuring data and field level are collected according to ACHIEVE guidelines, well kept at all levels, analysed and results shared with Monitoring and evaluation coordinator.
- Conducting data verification and periodic data audits to ensure data quality at all times.

Required Qualifications

- Certificate or Diploma in Information Technology, health information, statistics.
- Additional training in Monitoring and Evaluation, community mobilization, counselling is of added advantages.

Required experience:

- Experience in HIV Prevention, Care and Treatment programs.
- Community health experiences and capacities.
- Able to work with Health staff at different district council levels.
- Computer literacy is highly required.
- Able to timely collect, compilation and data analysis as required by ACHIEVE.
- Ability to work with minimal supervision.

HOW TO APPLY:

If you believe you are the ideal person we are looking for, please submit your application letter to Executive Director, Rafiki-SDO, P.O.BOX 177, MUSOMA. Describing why you are the right candidate for this position, curriculum vitae detailing your experience, copy of educational certificates and three (3) professional referees from previous and current place of employment. Please send the application to ajira@rafikisdo.or.tz, via Postal or by hand at Rafiki-SDO Musoma, Neema house, Nyasho street.

NOTE: For those who applying through email, should indicate the position title in email subject line. Rafiki-SDO will review the applications sent to the official e-mail address, Postal and application which will be submitted to Rafiki-SDO office. The closing date for the applications will be Thursday, 7th October 2021, 17:00 PM.

Only shortlisted candidates will be contacted

To learn more about Rafiki-SDO visit: www.rafikisdo.or.tz