



PRESIDENT'S OFFICE

PUBLIC SERVICE RECRUITMENT SECRETARIAT

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10th June, 2019

VACANCIES ANNOUNCEMENT

On behalf of the e-Government Agency (eGA), President's Office, Public Service Recruitment Secretariat invites qualified Tanzanians to fill **sixteen (16)** vacant posts as mentioned below.

1.0 BACKGROUND

e-Government Agency (eGA) is a semi-autonomous institution established in 2012 under the Executive Agencies Act, No.30 Cap. 245 of 1997. The mandate of e-Government Agency includes coordination, oversight, provision, promotion of e-Government initiatives and enforcement of e-Government standards and guidelines in the Public Service.

1.1 ICT OFFICER II (Application Programmer) - 3 POSTS

1.1.1 DUTIES AND RESPONSIBILITIES

- i. Accomplishing Software Application Development Full Lifecycle by designing, coding, and debugging software applications based on various deployment platforms (e.g. web, mobile, desktop etc.), operating systems, programming languages, database management systems, etc., software analysis, code analysis, requirements analysis, software review, identification of code metrics, system risk analysis, software reliability analysis, etc;
- ii. Assisting and participate in analysis of user requirements, prototyping, development of new functionalities, maintenance of applications, integration of technological components, testing, deployment;
- iii. Installation and configuration of appropriate application servers based on the application programs to be supported;
- iv. Supporting, maintaining and preparation of technical and user documentations for various software functionalities;

- v. Training and support of software users for effective utilization of deployed systems;
- vi. Assisting in troubleshooting and resolving routine software application problems;
- vii. Software modelling and simulation;
- viii. Front end graphical user interface design/programming;
- ix. Software testing and quality assurance;
- x. Performance tuning, improvement, load balancing, usability, automation;
- xi. Integrate software with existing systems;
- xii. Evaluating and identifying new technologies for implementation;
- xiii. Maintaining standards compliance;
- xiv. Working closely with analysts, designers and other staff;
- xv. Producing detailed technical specifications and software code documentation;
- xvi. Production system maintenance and support ; and
- xvii. Perform any other official duties as may be assigned by immediate supervisor.

1.1.2 QUALIFICATIONS AND EXPERIENCE

- i. Bachelor's Degree either in Information Technology, Computer Science or Computer Engineering from a recognized institution.
- ii. Strong understanding of the Software Development Life Cycle (SDLC).
- iii. Technical knowledge in determining end to end software requirements, specification and design.
- iv. Working knowledge of various software languages [Java (mandatory), C/C++, .NET, Python] will be added advantage.
- v. Practical skills on Object Oriented Design and Analysis (OOA and OOD)
- vi. Hands-on experience with development in Java/JEE environments
- vii. Knowledge in containerization and micro services application development approaches
- viii. Experience in SOAP/REST /Web Services, Application Servers (Tomcat/WebLogic etc.)
- ix. Experience in Spring Framework (Spring MVC) and other similar application development frameworks.
- x. Hands-on experience with Jenkins, Git, Junit, etc.

- xi. Experience/knowledge on JSON, XML, and other similar data exchange protocols.
- xii. Experience/knowledge on AngularJS and other front-end development languages and tools.
- xiii. Strong knowledge on MySQL and PostgreSQL Database Management Systems. Knowledge on MS SQL Server, Oracle and other DBMS will be added advantage.
- xiv. Familiarity with software code versioning and repository systems.
- xv. Familiarity with CI/CD methodology and tools.
- xvi. Possession of relevant recognized ICT professional certification will be an added advantage.

1.2 ICT OFFICER GRADE II (Web Applications Developer) – 2 POSTS

1.2.1 DUTIES AND RESPONSIBILITIES

- i. Accomplishing Software Application Development Full Lifecycle by designing, coding and debugging web and mobile based applications in various software languages;
- ii. Software analysis, code analysis, requirements analysis, software review, identification of code metrics, system risk analysis, software reliability analysis;
- iii. Software modelling and simulation;
- iv. Front end graphical user interface design;
- v. Software testing and quality assurance;
- vi. Performance tuning, improvement, balancing, usability, automation;
- vii. Supporting, maintaining and documenting software functionality;
- viii. Integrating software with existing systems;
- ix. Evaluating and identifying new technologies for implementation;
- x. Maintaining standards compliance;
- xi. Working closely with analysts, designers and staff;
- xii. Producing detailed technical specifications and writing the programming codes;
- xiii. Production Support system maintenance;
- xiv. Independent handling of work products and managing his/her deliverables; and
- xv. Perform any other official duties as may be assigned by immediate supervisor.

1.2.2 QUALIFICATIONS AND EXPERIENCE

- i. Bachelor's Degree either in Information Technology, Computer Science or Computer Engineering from a recognized institution.
- ii. Strong understanding of the Software Development Life Cycle (SDLC).
- iii. Technical knowledge in determining end to end software requirements specification and design.
- iv. Knowledge of various software languages [PHP (mandatory), Java, C/C++, .NET, Python] will be added advantage.
- v. Advanced knowledge in HTML5, CSS & CSS3, JavaScript, jQuery, Photoshop, and Responsive Web Design will be added advantage.
- vi. Sound knowledge in: Git, Grid System (Sussy Grid), Node JS, AngularJS, Gulp JS, SASS, Twitter Bootstrap, and Bower will be added advantage.
- vii. Working knowledge of various software languages (e.g. Java, JavaScript, PHP, .NET, DHTML, HTML5, Python, CSS3, jQueryMobile, SAPUI5).
- viii. Practical skills on Object Oriented Design and Analysis (OOA and OOD).
- ix. Possession of a relevant recognized ICT professional certification will be an added advantage.
- x. Practical knowledge and skills relevant to the position will be added advantage.

1.3 ICT OFFICER II (Systems Administrator) - 2 POSTS

1.3.1 DUTIES AND RESPONSIBILITIES

- i. Provision, install, configure, operate, upgrade and maintain assigned server systems hardware, software and infrastructure on MS Windows, Linux and Unix Server platforms;
- ii. Providing appropriate infrastructure technology solution to support eGA Operations;
- iii. Preparing systematic documentation for monitoring of eGA Data Centre Infrastructure;
- iv. Responsible for System Administration of server virtualization and server infrastructure;
- v. Managing security access to assigned systems, related records, and documents;
- vi. Working to maintain backup procedures and storage strategies;

- vii. Performing backups and disaster recovery operations related to Data Centre;
- viii. Maintaining the strict confidentiality of all records and documents stored in the assigned systems and infrastructure;
- ix. Conferring with employees and the project team to provide technical advice and to resolve problems;
- x. Preparing reports for system users and management;
- xi. Creating and updating procedural and training documents for the assigned systems;
- xii. Managing all data centre assets and assure that the data centre inventory, systems diagrams and related documentation, and system component maintenance contracts are properly maintained;
- xiii. Management of hardware devices, licensing and all programs on the Data centre;
- xiv. Ensuring high-availability of data centre products and services; and
- xv. Performing any other official duties as may be assigned by immediate supervisor.

1.3.2 QUALIFICATIONS AND EXPERIENCE

- i. Minimum of Bachelor's Degree either in Information Technology, Computer Science of Computer Engineering from a recognized institution.
- ii. A working knowledge on System Design, System Performance Tuning, System Debugging, System development and Documentation, System Testing and having knowledge one of the following language SQL, Java script, C++, HTML/XML, Ruby, Python and PHP, Oracle, Linux, .NET frameworks (such as C# (c-sharp), ASP and VB).
- iii. Knowledge in managing physical and logical storage.
- iv. Knowledge in Security Fundamentals (in multiple vendor / open source environments), Linux and Windows Security Administration, Replication and Mirroring- Virtual Private Networks, Network Security.
- v. Knowledge in designing a Windows Active Directory, Creating Users, Groups and Shared Folders, Managing Active Directory, maintenance, troubleshooting, and disaster recovery.

- vi. Installation and Administration of Packages, Patches and Updates- fundamentals of Patches, Packages and Updates installation and administration.
- vii. RAID (Hardware Vs. Software) Configuration - understanding important features of Software RAID (Threaded rebuild process, Kernel-based configuration, Portability of arrays between Linux machines without reconstruction, Backgrounded array reconstruction using idle system resources, Hot-swappable drive support, Automatic CPU detection to take advantage of certain CPU optimizations).
- viii. Basic configuration, Hostname, Timezone setup, Network and System Diagnostics, command lines, file System Management and package management, Servers management.
- ix. Load Balancing skills - to load balance, optimize, and secure different applications such as HTTP and HTTPS
- x. Configuring and Securing Remote Access such Configuring a Virtual Private Network Connection, Network Policies, Integrating Network Access Protection with VPNs, System Backup types and administration (full, incremental, etc.)
- xi. Practical skills in configuring access to file services as Access Control, managing NTFS file and folder permissions, managing permissions for shared resources, determining effective permissions, configuring and managing distributed file system as Distributed File System (DFS) Overview, configuring DFS Namespaces, configuring DFS replication, deploy file sharing services, deploy an FTP server and a web server.
- xii. Working knowledge in Clustering, Security/encryption, Fail over management and automatic switch over.
- xiii. Possession of recognized ICT professional certification such as CISA, CISM, CISSP, CEH, CCNA will be an added advantage.

1.4 ICT OFFICER GRADE II (Business Analyst) - 3 POSTS

1.4.1 DUTIES AND RESPONSIBILITIES

- i. Acting as a bridge between business group with need or problem and the Technology teams offering a solution to a problem or need.

- ii. Driving and participating in design, development and implementation of enterprise wide applications.
- iii. Working closely with developers and testers to ensure requirements and functional designs are translated accurately into working technical designs.
- iv. Managing projects including responsibility for a project and project budget.
- v. Actively involving in development of new systems, business processes improvement, strategy planning or potentially organizational change.
- vi. Actively involving in product testing and evaluation as providing quality assurance and control and communicating the deliverables state to the users; and
- vii. Performing any other official duties as may be assigned by immediate supervisor

1.4.2 QUALIFICATIONS AND EXPERIENCE

- i. Bachelor degree either in Computer Science, Information Technology or Computer Engineering from a recognized institution.
- ii. Technical knowledge in determining end to end design requirements for projects involving line of business, software/hardware developers and vendors.
- iii. Strong skills in project planning, controlling and delivery management.
- iv. Capable of performing reviews and edits requirements, specifications, business processes, feasibility studies, business cases and recommendations related to proposed solution for Government ICT projects/requests.
- v. Knowledgeable in Quality Assurance for developed ICT products/services.
- vi. Understanding of systems engineering concepts & modelling techniques and methods.
- vii. Possession of an ICT related certifications (CISA, CRISC, CISM etc.) and/or certification in Project Management will be an added advantage.

1.5 ICT OFFICER GRADE II - (ICT SECURITY & STANDARDS) – 3 POSTS

1.5.1 DUTIES AND RESPONSIBILITIES

- i. Developing and implementing/enforcing security policies, standards and related e-Government controls and assess their compliance;
- ii. Conducting internal and external security assessments (Vulnerability analysis and penetration testing) and Information systems audits;

- iii. Developing and implementing security awareness and trainings;
- iv. Developing, implementing and upgrading measurable security control and monitoring measures for the Government;
- v. Analysing, assessing and advising on security risks in e-Government;
- vi. Coordinate security efforts with other Government Institutions;
- vii. Analysing and responding to security incidents related to the government;
- viii. Recommending and installing appropriate security tools and countermeasures;
- ix. Analysing and managing information from systems/application logs and network intrusion detection and prevention systems;
- x. Operating and managing security systems and tools;
- xi. Assisting the Manager in protection of Government digital files and information systems against unauthorized access, modification or destruction; and
- xii. Performing any other official duties as may be assigned by immediate supervisor.

1.5.2 QUALIFICATIONS AND EXPERIENCE

- i. Bachelor Degree in Computer Security, Cyber security, Computer Science, Computer Engineering, IT or equivalent.
- ii. Sound knowledge Tanzania cyber legal and regulatory framework, industry standards and regulations in relation to information and communication technology security and compliance.
- iii. Knowledge of TCP/IP networks and security requirements
- iv. Proven ability to perform vulnerability analysis and penetration testing.
- v. Proven ability to operate and manage Windows/UNIX/Linux systems.
- vi. Proven ability to write and use scripts in bash, Perl and python scripting languages.
- vii. Knowledge of Security Standards such as BS7799, ISO 27001/2 and e-Government standards and guidelines.
- viii. Certification in ICT security field such as CEH, ECSA, LPT, CISA, CISSP, CISM, OSCP and CSX-CP is desirable.

1.6 ICT OFFICER GRADE II – (QUALITY ASSUARANCE) - 1 POST

1.6.1 DUTIES AND RESPONSIBILITIES

- i. Analysing detailed business requirements specifications (BRS) to develop testing strategies that reduce the risk of system outages and identify system defects
- ii. Managing the administration of testing scripts (including unit, integration, capacity, system, user acceptance and release) to maintain compatibility with existing applications, hardware and devices
- iii. Preparing and submitting detailed test reports to describe testing outcomes and assist developers in the removal of defects
- iv. Maintaining the ICT quality management policies and processing that drive improvements in performance and customer satisfaction
- v. Testing ICT processes for compliance against documented standards and provide input to improvement programs that enhance the quality of services to the business; and
- vi. Performing any other official duties as may be assigned by immediate supervisor.

1.6.2 QUALIFICATIONS AND EXPERIENCE

- i. Minimum of Bachelor's Degree in Information Technology, Computer Science, Computer Engineering, ICT Assurance or equivalent degree from a recognized institution.
- ii. Possession of recognized ICT quality assurance certification will be an added advantage.

1.7 ICT RESEARCH OFFICER GRADE II – 1 POST

1.7.1 DUTIES AND RESPONSIBILITIES:

- i. Assisting in coordination and management of researchers and innovators at the e-GovRIDSC;
- ii. Exploring new technological development tools to be used by other ICT officers and researchers in performing their day to day activities;
- iii. Establishing real life ICT related industrial problems and develop appropriate solutions;
- iv. Developing innovative solutions that address specific e-Government needs;
- v. Researching on new innovation technologies to foster e-Government implementations;

- vi. Assisting in drafting and dissemination of e-Government case studies to interested parties;
- vii. Designing and developing product based on technological advancements;
- viii. Assisting in the development and implementation of e-Government research projects;
- ix. Working with higher learning and research institution to translate their research related to e-Government into practical use.
- x. Assisting in formulation of research instruments, field work/data collection and data analysis;
- xi. Implementing corrective actions for performance improvements of programs;
- xii. Verifying and updating the procedures contained in documentation and manual libraries and technical reference materials;
- xiii. Developing and performing usability and testing integration and document test results;
- xiv. Assisting in preparations of all training programs for dissemination of research outputs; and
- xv. Performing any other official duties as may be assigned by immediate supervisor

1.7.2 QUALIFICATIONS AND EXPERIENCE

- i. Bachelor Degree either in Computer Science, Information Technology or Computer Engineering from a recognized institution.
- ii. At least 3 years of experience in software design, modelling and simulation, code analysis, requirements analysis, software review, identification of code metrics, system risk analysis and software reliability analysis.
- iii. Practical skills in writing technical research proposals.
- iv. Variety of participation experience in research, data handling, monitoring, analysis (Monitoring and evaluation) and presentation of research results.
- v. Strong skills in managing translation of research results from research institutions into practical use to resolve public problems.
- vi. Possession of an ICT related certification and working experience with research related institution will be an added advantage.

1.8 ICT OFFICER GRADE II – (Network Engineer) - 1 POST

1.8.1 DUTIES AND RESPONSIBILITIES

- i. Providing technical support related to Network platforms for Voice and Data
- ii. Monitoring performance, capacity, and availability of the network on an ongoing basis and recommend improvements in technologies and practices.
- iii. Collaborating with other staff in the ongoing definition of network design, services and procedures so as to ensure business continuity
- iv. Participating in designing and installation of networks and related accessories and equipment;
- v. Maintaining and repairing of Network active and passive equipment;
- vi. Troubleshooting all network related problems;
- vii. Undertaking day to day management of LAN, wireless systems, telephone systems (PBAX), leased lines;
- viii. Documenting and communicating network related problems, solutions and the implementation process;
- ix. Assigning network resources and user accounts;
- x. Performing maintenance activities, systems backups and restore; and
- xi. Performing any other official duties as may be assigned by immediate supervisor.

1.8.2 QUALIFICATIONS AND EXPERIENCE

- i. Bachelor Degree either in Computer Science, Information Technology or Computer Engineering from recognized institution.
- ii. Working knowledge in the Telecom Operators or Internet Service Provider Core Network environment.
- iii. Proficient in Service Provider technologies like IP/MPLS and related services (L2VPN, L3 MPLSVPN, TE, QoS, etc).
- iv. Proficiency in designing/deploying in LAN/WAN topologies using routing protocols like OSPF/ISIS, EIGRP, BGP, IPv6, MPLS, Multicast, HA/Redundancy etc.
- v. Good understanding of last mile (both Fiber Optics and Microwave) technologies.

- vi. Knowledge of IOS/IOS XE/ IOS XR and Proficient on Network equipment such as routers, switches, bridges, etc.
- vii. Practical skills in configuring and managing VLANs on routers and layer 2 switches and remotely management using IP-based management protocols, such as Telnet and Simple Network Management Protocol (SNMP), management IP Address and Default Gateway.
- viii. Practical skills in configuring and managing wireless networks, configuring DNS, DHCP, FTP, Gateways and NS Lookups.
- ix. Knowledge in Network Firewalls and Unified Threat Management Systems configurations and management.
- x. Fluent in Backup/Recovery procedures, Storage technologies and understanding port numbers approach to application detection.
- xi. Practical skills in using command lines; ping, tracer, ipconfig, Nslookup, Netstat and familiar with tools as Putty, Subnet and IP Calculator, Speedtest.
- xii. Must have practical knowledge of TCP/UDP related protocols, network security design, Linux operation systems and scripting with shell, python, VB, Bash or Perl.
- xiii. Working knowledge of Antivirus/IPS/web proxy technologies.
- xiv. Multi-vendor products network knowledge is an added advantage.
- xv. Practical skills in managing Server Infrastructure roles as IPv4 and IPv6 Addressing, Domain Name System Server Role, Configuring DNS Zones, DHCP Server Role.
- xvi. Practical skills in configuring and managing VoIP System architecture and Technology.
- xvii. Possession of recognized ICT professional certification such as Service Provider Networks (CCNA, CCNSP, HCNA, HCNP, MCSA, MCSE), CISA, CISM, CISSP, CEH, will be an added advantage.

GENERAL CONDITIONS

- i. All applicants must be Citizens of Tanzania of not more than 45 years of age except for those who are in public service;

- 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 should apply on the strength of the information given in this advertisement;
- iv. 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;
 - Birth certificate.
- v. Attaching copies of the following certificates is strictly not accepted
 - Form IV and form VI results slips;
 - Testimonials and all Partial transcripts.
- vi. Applicants employed in the Public Service **should route their application letters through their respective employers;**
- vii. Applicants who have/were retired from the Public Service for whatever reason should not apply;
- viii. Certificates from foreign examination bodies for Ordinary or Advanced level education should be verified by The National Examination Council of Tanzania (NECTA) and National Council for Technical Education (NACTE);
- ix. Certificates from Foreign Universities should be verified by The Tanzania Commission for Universities (TCU);
- x. Applicants with special needs/case (disability) are supposed/advised to indicate;
- xi. A signed application letter should be written either in Swahili or English and Addressed to;
Secretary,
President's Office, Public Service Recruitment Secretariat,
8 Kivukoni Road,
P.O. Box 63100,
11404, Dar Es Salaam.
- xii. Deadline for application is 24th June, 2019 and;

- xiii. Only short listed candidates will be informed on a date for interview;
- xiv. 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')*

SECRETARY

PUBLIC SERVICE RECRUITMENT SECRETARIAT