



## Logistics Officer (10 posts)

### Career

- Dar es salaam city Council, Temeke, Ubungo, Kigamboni, and Kinondoni Municipal Councils

Management and Development for Health (MDH) is a non-profit, non-governmental organization whose primary aim is to contribute to address public health priorities of the people of Tanzania and the world at large. These priorities include: communicable diseases such as HIV/AIDS, Tuberculosis and Malaria; Reproductive, Maternal, New-born and Child health (RMNCH); Nutrition; Non-Communicable Diseases of public health significance; as well as Health System Strengthening. MDH strongly believes in and works in partnership with various local and global institutions, Ministry of Health, Community Development, Gender, Elderly and Children (MOHCDGEC); President's Office Regional Authorities and Local Government (PORALG); donor agencies; academic and non-academic institutions; implementing partners; civil society, community-based and faith-based organizations and others.

**MDH in collaboration with Dar es salaam City Council, Temeke, Kinondoni, Kigamboni and Ubungo Municipal Councils invites suitable candidates to apply for the following posts:**

**Job Title: Logistics Officer (10 posts)**

**Location:** Dar es salaam city Council, Temeke, Ubungo, Kigamboni, and Kinondoni Municipal Councils.

**Reports to:** Facility In-charge

**Duties and Responsibilities:**

1. Collect specimen from health facilities to the lab and test results from the lab to facilities.
2. Assist with distributing of tools, supplies and equipment to health facilities and required destinations.
3. Drive carefully at all times and ensure personal safety and that of the motorcycle.
4. Carry out periodic motorcycle checks to determine and report maintenance needs timely.
5. Ensure that the motorcycle is in good condition at all times
6. Indicate up to date motorcycle fuel and service costs records and ensure all required motorcycle reports are done accurately and submitted timely.
7. Perform any other duties as may be assigned by the Supervisor/ Transport officer/ Site Manager.

**Requirements: Education, Work experience and Skills:**

1. A minimum of Secondary School Education, with good passes in English and Kiswahili.
2. Proficiency in spoken and written English and Kiswahili is essential.
3. Driving Certificate from a recognized institution, VETA Certificate is an added advantage.
4. Valid driving license of classes, 'A'. License class 'B' is an added advantage
5. At least three (3) years of experience in driving with public or private sector.
6. Ability to ride a motorcycle.
7. Honest, Trustworthy and able to maintain confidentiality.

8. Self-confident with demonstrable innovativeness and proven good record of integrity.
9. Ability to record and keep trip information as trained.
10. Ability to work under minimum supervision.
11. Ability and willingness to work long hours including weekends.
12. Flexibility and ability to adapt to abrupt changes in Project needs at short notices.

**HOW TO APPLY**

**Interested candidates should visit MDH Recruitment Portal and submit your application before 21<sup>st</sup> October 2024.**

**Please note:**

- 1. Only shortlisted candidates will be contacted.**
- 2. No Applicant is supposed to pay any fee at whatever stage of the recruitment process.**

To Apply, [\*\*CLICK HERE\*\*](#)