



THE UNITED REPUBLIC OF TANZANIA

JUDICIAL SERVICE COMMISSION



VACANCY ANNOUNCEMENT

June 03, 2025- Dodoma

The Judicial Service Commission is an independent entity established under article 112 (1) of the Constitution of United Republic of Tanzania, 1977 and the Judiciary Administration Act CAP 237. The mandates of Judicial Service Commission include undertaking recruitment for judiciary staff.

The Judicial Service Commission wishes to inform the qualified Tanzanians of available vacancies for **Technician** in the field of **Welding and Fabrication, Plumbing, Air Condition, Civil (Carpenter or Painter) and Electrical**. Interested candidates who wish to work within Judiciary of Tanzania are invited to submit their applications to the **Judicial Service Commission**. General conditions of these positions and information's regarding application processes please, visit Judicial Service Commission website through www.jsc.go.tz

1.0 TECHNICIANS

1.1 TECHNICIAN II (WELDING AND FABRICATION TECHNICIAN) - TGS C

1.1.1 Duties and responsibilities

- (i) Using various tools and machinery to cut, shape, and assemble metal parts according to set specifications. This may involve techniques like drilling, grinding, and sawing.
- (ii) Reading and interpreting technical drawings to understand project requirements and dimensions.
- (iii) Ensuring the quality and accuracy of fabricated parts through inspections and measurements.
- (iv) Employing different welding techniques (e.g., arc welding, MIG welding) to join pieces of metal securely.
- (v) Selecting the appropriate welding method based on the type of metal and the desired outcome.
- (vi) Operating welding equipment safely and efficiently.
- (vii) Inspecting welds for defects and performing corrections as necessary.

1.1.2 Qualifications and experience

Holder of Ordinary Diploma or Full Technician Certificate (FTC) in Welding and Fabrication, Welding Mechanics or equivalent qualifications from a recognized Institute.

1.2 TECHNICIAN II (AIR CONDITION (HVAC)) - TGS C

1.2.1 Duties and responsibilities

- (i) Installing new heating and cooling systems, including furnaces, air conditioners, heat pumps, refrigerators and ventilation equipment.
- (ii) Adhering to safety regulations during the installation process.
- (iii) Testing and commissioning of newly installed systems to ensure proper functionality.
- (iv) Performing routine maintenance on existing HVAC systems to prevent problems and optimize efficiency.
- (v) Cleaning and inspecting system components like filters, ductwork, and coils.
- (vi) Topping up refrigerants or replacing them if necessary.
- (vii) Prioritizing emergency repairs to ensure occupants' comfort and safety, especially during extreme weather conditions.

1.2.2 Qualifications and experience

Holder of Ordinary Diploma or Full Technician Certificate (FTC) in Refrigeration and Air Conditioning or equivalent qualification from a recognized Institution.

1.3 TECHNICIAN II (PLUMBING) - TGS C

1.3.1 Duties and responsibilities

- (i) To attend and report all water leakage;
- (ii) To attend and report water loss, distribution faults and recommends necessary action;
- (iii) To prepare data for periodical reports to the supervisor;
- (iv) To attend and report contamination of water distribution system by customer's service lines;
- (v) To develop individual performance objectives, targets and standards in consultation with the immediate superior as part of performance agreement
- (vi) To perform any other duties as may be assigned by the Supervisor.

1.3.2 Qualifications and Experience

Holder of Ordinary Diploma or Full Technician Certificate (FTC) in the Plumbing and Pipe Fitting from recognized Institutions.

1.4 TECHNICIAN II (ELECTRICAL) - TGS C

1.4.1 Duties and responsibilities

- (i) To assemble, install, test and maintain electrical or electronic wiring, equipment, apparatus and fixtures.
- (ii) To inspect electrical systems, equipment, and components to identify hazards, defects, and the need for adjustment or repair, and to ensure compliance with codes;
- (iii) To test electrical system and continuity of circuits in electrical wiring, equipment and fixtures, using testing devices such ohmmeters, voltmeters, and oscilloscopes, to ensure compatibility and safety of system;
- (iv) To read and interpret electrical schematics to demonstrate the initiative, investigate and offer improvements to our plant/machine's operation;

- (v) To assisting to identify hazards, defects and the need for adjustment or repair; to ensure compliance with agreed codes, law, working practices and health and safety;
- (vi) To perform any other duties as may be assigned by supervisor.

1.4.2 Qualification and experience

Holder of Diploma or Full Technician Certificate (FTC) in Electrical engineering from recognized Institutions.

1.5 CIVIL TECHNICIAN II (PAINTER) - TGS C

1.5.1 Duties and responsibilities

- (i) To undertake maintenance of building and track works;
- (ii) To read and review project drawings and plans to determine the sizes of structures;
- (iii) To prepare track maintenance plans and submit the same to Supervisor;
- (iv) To take part in testing construction materials;
- (v) To ensure that project construction conforms to design specifications and applicable permanent way requirements; and
- (vi) To perform any other duties as may be assigned by supervisor.

1.5.2 Qualifications and experience

Full Technician Certificate (FTC) or Ordinary Diploma in Civil Technology/Engineering or equivalent from recognized institution.

1.6 CIVIL TECHNICIAN II (CARPENTER) - TGS C

1.6.1 Duties and responsibilities

- (i) To undertake maintenance of building and track works;
- (ii) To read and review project drawings and plans to determine the sizes of structures;
- (iii) To prepare track maintenance plans and submit the same to Supervisor;
- (iv) To take part in testing construction materials;
- (v) To ensure that project construction conforms to design specifications and applicable permanent way requirements; and
- (vi) To perform any other duties as may be assigned by supervisor.

1.6.2 Qualifications and experience

Full Technician Certificate (FTC) or Ordinary Diploma in Civil Technology/Engineering or equivalent from recognized institution.

2.0 GENERAL CONDITIONS

- (i) All applicants must be citizens of Tanzania with an age not above 45 years
- (ii) Applicants with disabilities are highly encouraged to apply.
- (iii) Applicants must attach an up-to-date Curriculum Vitae (CV) having reliable contacts; postal address/post code, e-mail and telephone numbers.
- (iv) Applicants should apply on the strength of the information given in this advertisement.
- (v) Civil technician applicant should specify job category (carpenter or painter) on the application letter.
- (vi) 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.
 - Professional Registration and Training Certificates from respective bodies.
 - Registration or Regulatory Bodies, (where applicable).
 - Birth certificate.
 - Citizen identity card (NIDA)
- (vii) Attaching copies of the following certificates is strictly not accepted: -
- Form IV and form VI results slips.
 - Testimonials and all Partial transcripts.
- (viii) An applicant must upload recent Passport Size Photo in the JSC electronic form.
- (ix) An applicant employed in the Public Service should route his application letter through his respective employer.
- (x) An applicant who is retired from the Public Service for whatever reason should not apply.
- (xi) An applicant should indicate three reputable referees with their reliable contacts
- (xii) Certificates from foreign examination bodies for Ordinary or Advanced level education should be verified by The National Examination Council of Tanzania (NECTA).
- (xiii) Professional certificates from foreign Universities and other training institutions should be verified by The Tanzania Commission for Universities (TCU) and National Council for Technical Education (NACTE).
- (xiv) A signed application letter should be written either in Swahili or English and Addressed to the **Secretary, Judicial Service Commission P.O. Box 2705, - Dodoma.**
- (xv) For inquiry and technical support please contact through mobile number **0734219821 and 0738 247341** or email: maulizo.ajira@jsc.go.tz
- (xvi) Deadline for application is **17th June, 2025;**
- (xvii) Only shortlisted candidates will be informed on a date for interview and;
- (xviii) Presentation of forged certificates and other information will necessitate to legal action;

NOTE: All applications must be sent through electronic form using a web address <https://oas.judiciary.go.tz> accessed through www.jsc.go.tz and not otherwise

Released by:



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Ag. Head of Government Communication Unit
JUDICIAL SERVICE COMMISSION