

HEAD OFFICE

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EMPLOYMENT OPPORTUNITY

The Energy and Water Utilities Regulatory Authority (EWURA) is an independent, world class regulatory authority responsible for licensing, tariff setting and quality of service regulation of the electricity, water, petroleum and natural gas sectors. EWURA has the following vacancies for which suitably qualified Tanzanians are invited to apply.

1. PETROLEUM DIVISION

- a) Post Title: Principal Commercial Officer – Petroleum – 1 post**
- b) Duty Station: EWURA Head Office**
- c) Reports to: Commercial Manager - Petroleum**

Principal Commercial Officer will be responsible for a day to day monitoring of petroleum products supply and prices.

d) Main Duties and Responsibilities:

- i) To provide assistance in the computation of petroleum products' prices in accordance with authentic local and Cost Insurance and Freight (CIF) costs through monthly/regular monitoring of refined petroleum products' prices at the world market level as well as collection and analysis of technical data from involved parties.
- ii) To review and analyse all reports submitted/prepared by the Senior Commercial Officer on the petroleum products supply status in the country, identify any issues and update the Commercial Manager accordingly.
- iii) On quarterly basis reconcile movement of all key petroleum products imported through BPS and submit the report to Commercial Manager Petroleum (CMP) for his/her review.
- iv) On quarterly basis compute Oil Marketing Companies (OMCs) market shares and share the report with CMP for further action.
- v) On monthly basis participate in the tender opening meeting at Petroleum Bulk Procurement Agency (PBPA) to witness the integrity of tender award to various winning suppliers.
- vi) To maintain an updated key contacts of suppliers/service providers and stakeholders in the downstream petroleum industry.
- vii) To review the performance and implementation of Bulk Procurement System (BPS) on monthly basis and provide findings to CMP for further discussion with PBPA.
- viii) To conduct various special audits related to petroleum products movements in the country as a way of identifying any inappropriate practice.

- ix) To closely work with Information and Communications Technology (ICT) in implementation and maintenance of the National Petroleum Information System (NPIS/NPGIS).
- x) To supervise computation and preparation of bills for EWURA levy on petroleum products imported and blended in the country.
- xi) Perform any other relevant duties as may be assigned by superiors from time to time.

e) Minimum Academic Qualifications and Experience

The ideal candidate for this position should have the following qualifications and experience;

- i) Possession of University Degree in Engineering majoring in (Petroleum, Chemical and Process, Mechanical), Petroleum Geoscience or Commerce from a recognized University.
- ii) Possession of master's degree in engineering, MSc. Finance or master's in business administration in Marketing or Finance.
- iii) Where the candidate is an Engineer, must be registered with Engineering Registration Board (ERB).
- iv) Knowledge and Competence in Information and Communications Technology (ICT) application especially in ICT data analysis.
- v) Possession of not less than six (6) years experience working in the petroleum industry.

2. LEGAL AFFAIRS DIVISION

a) Post Title: Principal Legal Officer – Licensing – 1 post

b) Duty Station: EWURA Head Office

c) Reports to: Manager, Licencing and Enforcement

Principal Legal Officer – Licensing will be responsible for coordination of day to day activities relating to regulated services licensing and provision of legal opinions.

d) Main Duties and Responsibilities:

- i) To coordinate interpretation of all regulatory legislation and other legal documents.
- ii) To assist in representing the Authority in matters of litigation.
- iii) To coordinate drafting and updating concessions, lease and license agreements in the regulated sectors.
- iv) To coordinate the review and appeals procedure and enforce legal actions.
- v) To assist in representing the Authority in matters of litigation.
- vi) To coordinate implementation of laws, regulations, rules, contract, agreements and other legal instruments.
- vii) To assist in conducting research on legislation and other legal aspects pertaining to regulated sectors and the role and functions of the Authority.
- viii) To participate in drafting various legal instruments.
- ix) To effectively supervise and guide members of staff reporting on the job.
- x) To undertake any other duties as assigned by the supervisor.

e) Minimum Academic Qualifications and Experience

The ideal candidate for this position should have the following qualifications and experience;

- i) Possession of University degree in Laws (LL. B) from a recognized University.
- ii) Possession of master's degree in laws (LL.M) or any additional post graduate qualifications in the field or others such as Business Administration.
- iii) Must be an advocate of the High Court of Tanzania.
- iv) Knowledge and Competence in Information and Communications Technology (ICT) application.
- v) Possession of at not less than six (6) years work experience in relevant fields.
- vi) Knowledge and familiarity in Regulated Sectors will be an added advantage.

3. WATER AND SANITATION DIVISION

Post Title: Senior Water Engineer

Duty Station: EWURA Head Office

Reports to: Principal Water Engineer

Senior Water Engineer will be responsible for the coordination and monitoring of technical matters of the regulated sector

a) Duties and Responsibilities:

- i) To coordinate the process of overseeing effective and efficient application of provisions of the Water Supply and Sanitation Act in order to ensure technical aspects of water sector are in conformity with provision of the Act and good industry practices.
- ii) To coordinate, collate, analyze and store information for regulatory reporting purpose in periodic basis with technical and commercial aspects of water supply and sanitation services.
- iii) To carry out technical analyses of conditions of water and sanitation infrastructures and their utilization efficiency.
- iv) To initiate and conduct inspection of water supply and sanitation services.
- v) To participate in reviewing and advising on tariffs and prices of water and sanitation services.
- vi) To initiate review of water utilities' business plans.
- vii) To provide technical and commercial inputs towards resolving disputes between regulated service providers and consumers.
- viii) To review technical and financial reports submitted by Water Utilities.
- ix) To undertake any other duties as assigned by the supervisor.

b) Academic Qualifications and Experience

The ideal candidate for this position should have the following qualifications and

experience.

- i) Bachelor of Science degree in engineering (Environmental, Civil and Water Resources or Municipal and Industrial Services) from a recognized University.
- ii) Possession of master's degree qualifications in the relevant fields or others such as Business Administration or Finance will be an added advantage.
- iii) Must be registered by the Engineers Registration Board as a Professional Engineer.
- iv) Knowledge and Competence in Information and Communications Technology (ICT) application
- v) Possession of at least five (5) years' work experience in relevant fields.

Personal Attributes

In addition to the above skills and qualifications, applicants for the above positions are required to have the following attributes:

- a) A very high level of integrity, honesty and sense of responsibility;
- b) Ability to work under pressure and produce expected results;
- c) Ability to work in a dynamic team;
- d) Ability to self-manage, achieve results and meet deadlines; and
- e) Willingness to work beyond the call of duty.

Tenure and Remuneration

- a) A competitive salary will be offered to the right candidates for the posts.
- b) EWURA is an equal opportunity employer.
- c) Staff will be employed on permanent and pensionable terms.

Mode of Application

Application letter with Curriculum Vitae (CV) including e-mail address or day time contact telephone number, together with photocopies of certificates and transcripts (certificates from Foreign Universities should be verified by The Tanzania Commission for Universities (TCU), Birth certificate, one passport size photo and names and contacts of three referees should be addressed to reach the under-mentioned by **15th November 2018**.

Only short-listed candidates meeting the above criteria will be invited for interview. Lobbying and canvassing for employment will not be entertained and may work to the candidate's disadvantage. ***Application letter should be addressed to:***

**The Director General,
Energy and Water Utilities Regulatory Authority (EWURA)
4th Floor, LAMP House Makole Road,
P O Box 2857
DODOMA**