

# TANZANIA ATOMIC ENERGY COMMISSION



## CALL FOR VOLUNTEERS

### 1. Background

The Tanzania Atomic Energy Commission (TAEC) is a government body responsible for all atomic energy matters in the United Republic of Tanzania. TAEC was established under the Atomic Energy Act No. 7 of 2003 (Cap. 188). It is mandated to regulate and supervise the use of atomic energy and nuclear technology in order to protect workers, patients, the public, and the environment from the harmful effects of both ionizing and non-ionizing radiation. Furthermore, it is tasked with coordinating and promoting the transfer of nuclear technology for national development.

The Commission invites applications from suitably qualified, self-motivated, and hardworking Tanzanians to apply for volunteering Opportunities in the following areas:

1.1 Radiation Safety Inspector	2 Vacancies
1.2 ICT Officer II	1 Vacancy
1.3 Laboratory Technicians	1 Vacancy
1.4 Office Management Secretary II	1 Vacancy
1.5 Office Assistant II	1 Vacancy

### 2. Qualification Requirements

Applicants must meet the following qualifications for each position:

#### 2.1 Radiation Safety Inspector

2.1.1 Holder of Bachelor Degree in any of the following fields:

Radiography, Nuclear Physics, Radiation Protection, Nuclear Science and Technology, or any equivalent qualifications from recognized institution. The Candidate must be registered by respective professional Board under professional category.

2.1.2 Good communication and writing skills

2.1.3 Computer skills

## **2.2 ICT Officer II**

2.2.1 Holder of Bachelor Degree or Advanced Diploma in any of the following fields: Computer Science, Computer Engineering, Information Technology, or equivalent qualifications from a recognized Institution.

2.2.2 Good communication and writing skills

2.2.3 Computer skills

## **2.3 Laboratory Technicians**

2.3.1 Holder of FTC or Diploma in one of the following fields: Laboratory Technology, Laboratory Sciences and Technology, Medical Laboratory Technology, Medical Laboratory Sciences or equivalent in a relevant field. Candidate must be registered with respective Professional Board under professional category

2.3.2 Good communication and writing skills

2.3.3 Computer skills

## **2.4 Office Management Secretary II**

2.4.1 Holders of Diploma in Secretarial Studies from a recognized institution with passes in shorthand (English) and Hati Mkato (Kiswahili) at a speed of 100wpm with Computer knowledge in Ms. Word, Ms. Excel, Internet Email and Ms. Publisher.

2.4.2 Good communication and writing skills

2.4.3 Computer skills

## **2.5 Office Assistant II**

2.5.1 Holder of National Form IV or VI certificate or equivalent qualifications from a recognized institution.

2.5.2 Good communication and writing skills

2.5.3 Computer skills

### **3. Working Station**

Working stations shall be: **Zanzibar (Unguja & Pemba)**

### **4. General Conditions**

- 4.1 Applicants must be citizens of Tanzania, aged between 18 and 35 years;
- 4.2 Applicants must attach an up-to-date Curriculum Vitae (CV) having reliable contacts; postal address/post code, e-mail and telephone numbers;
- 4.3 Applicants should have three reputable referees; one referee must be from the Academic Institution where he/she graduated
- 4.4 Applicants should apply on the strength of the information given in this advertisement;
- 4.5 Applicants must attach their certified copies of the following certificates:
  - Degree and respective Transcripts (If applicable)
  - Diploma/Certificates (If applicable)
  - Form IV and or VI National Examination Certificates
  - Birth Certificate or National Identity Card
- 4.6 Attaching copies of the following certificates is strictly not accepted:
  - Form IV and form VI results slips; and
  - Testimonials and all Partial transcripts;
- 4.7 Applicants must attach recent Passport Size Photo on the application letter;
- 4.8 Certificates from foreign examination bodies should be varied by the relevant authorities (TCU, NACTE or NECTA)
- 4.9 Presentation of forged certificates and other information will necessitate to legal action;
- 4.10 Applicants must attach a letter of endorsement from a Village/Street Chairperson or Executive Officer confirming their place of residence;
- 4.11 Only qualified candidates will be contacted for an interview;
- 4.12 Successful and accepted volunteers shall not be paid salaries or any remuneration attached to salaries instead they will be assisted with amount of money as per TAEC's Volunteering Guideline to cover for transport and lunch expenses;
- 4.13 Volunteer job is not a guarantee for employment at TAEC. In case there is employment opportunities at TAEC or elsewhere, volunteers shall follow the laid down employment procedures as will be stipulated;
- 4.14 Applicants should indicate the position for which they apply;

- 4.15 Application letters must be hand written in English
- 4.16 Applicants will be interviewed in their respective Zones
- 4.17 Applicants must have never been convicted by a court of law for criminal or disciplinary offenses;
- 4.18 Applicants must be willing to volunteer in the relevant area;
- 4.19 Applicants will be responsible for covering your own travel and accommodation costs during the interview;

## **5. Mode of Application**

- 5.1 Interested candidate should submit the following:
  - 5.1.1 Signed application letter
  - 5.1.2 Curriculum Vitae (CV)
  - 5.1.3 Copies of certified academic certificates and transcripts
  - 5.1.4 Copy of National ID or NIDA number

Applications should be addressed to:

Director General,  
Tanzania Atomic Energy Commission (TAEC),  
2 Atomic Road - Mnadani Street (Kikombo)  
P.O.Box 1585,  
**41206 DODOMA.**

**Note:** All applications must be sent through an official email by using the following address: [znz@taec.go.tz](mailto:znz@taec.go.tz)

## **6. Application Deadline**

The deadline for submitting applications is 20<sup>th</sup> June 2026

### **Released by:**

Director General,  
Tanzania Atomic Energy Commission (TAEC) – DODOMA.