



Sikika *Join us in advocating for quality health services for all Tanzanians*

Introduction

Sikika is a non-governmental organization that advocates for quality health services for all Tanzanians. The organization works to ensure equitable and affordable quality health care services through social accountability monitoring of health systems at all government levels. For more information about Sikika please visit us at www.sikika.or.tz

Sikika seeks to recruit Program Officer-Health Commodities for its Dar-es-salaam office with **immediate effect**.

Job Title: Program Officer – Health Commodities (1 Post)

Reporting to: Head of Department

Main Responsibilities:

- Support in ensuring timely planning, implementation and monitoring Medicine & Supplies Annual Work Plan.
- Participate in planning, organization, implementation and monitoring of departmental activities to achieve the department's objectives.
- Prepare department's line-reports as required by supervisors and as per organisation plan & structure.
- Support interns, assistant programme officers/junior programme officers in the implementation of department activities.
- Actively manage the implementation of activities at the local government with support from head of department

Qualifications:

- Advanced degree in any health or social sciences related field; (pharmacy, or public health will be an added advantage).
- At least 5 years of experience in relevant field of work
- Proven ability to manage projects and achieve results
- Fully proficient in oral and written English
- Experience in analyzing written works
- Possess reasonable skills in analysis, coordination, networking, research and computer skills

If you think you are suitable for this job, we encourage you to send:

- a) A one-page cover letter explaining why you believe that your competencies and experiences are suitable for this job
- b) An updated CV that includes your contact details and names and contacts of 3 references

Remuneration:

An attractive remuneration package will be offered to successful candidates.

Send your application to:

The Human Resources and Administration Manager at Sikika, by e-mail only: jobs@sikika.or.tz.

Please note, only shortlisted candidates will be contacted. Deadline for receiving applications is

24th June, 2016