



REF. NO.: CA.35/546/01A/15

DATE: 01<sup>st</sup> December, 2025**ADVERTISEMENT OF TRANSFER VACANCIES**

Tanzania Official Seed Certification Institute (TOSCI) is a government institution under the Ministry of Agriculture (MoA) established under the Seed Act CAP 308. TOSCI is responsible for certification, quality control and promotion of quality agricultural seeds produced or imported into the country for sale. It is also entrusted with safeguarding farming community from procuring poor quality or fake seeds from vendors of farm inputs.

Director General of Tanzania Official Seed Certification Institute (TOSCI) invites applications from suitably qualified, committed, dedicated Public Servants who are interested to be transferred to TOSCI in the following positions:

S/N	POSITION	POSTS	QUALIFICATION AND EXPERIENCE
1	Agricultural Officer I	2	Holders of Bachelor Degree in one of the following fields; Crop Science, Agriculture General, Horticulture, Agronomy, Seed Science and Technology, Soil science and Land Management, Agricultural Extension or equivalent qualifications from recognized Institutions with working experience of at least four (4) years in related field.
2	Agricultural Field Officer I	2	Holders of Diploma in one of the following fields; Agricultural Science from MATI or equivalent qualifications from any other recognized Institution with at least four (4) years of working experience in related field and who is Computer literate.
3	Human Resource Officer II	1	Holder of Bachelor Degree in one of the following fields; Public Administrations, Human Resource Management, Business Administration/Commerce majoring in Human Resource Management, Human Resource Planning, Personnel Management, Industrial Relations or qualifications from recognized institutions.
4	Office Management Secretary I	1	Holder of Diploma in one of the following fields; Secretarial Studies, Office Practice or equivalent qualification from recognized institution with Typing Speed of 80 w.p.m, English and Kiswahili Shorthand with a speed of at least 100 w.p.m and computer, Manuscript and Tabulation knowledge with working

			experience of at least four (4) years in related field in a reputable organization.
5	Senior driver I	1	Holder of certificate of Secondary Education (CSE) or Advanced Certificate of Secondary Education (ACSE) with a valid driving license E and C1, who has attended the Advanced Driving Course at the National Institute of Transport, VETA or any recognized Institution, with at least eleven (11) years working experience in related field.
6	Driver I	2	Holder of Certificate of Secondary Education (CSE) or Advanced Certificate of Secondary Education (ACSE) with a valid driving license E and C1, who has attended the Advanced Driving Course at the National Institute of Transport, VETA or any recognized Institution, with at least five (5) years working experience in related field.

**NOTE: GENERAL CONDITIONS**

1. Applicant must be a Public Servant,
2. Signed application letter should be written in either Swahili or English and must clearly indicate the employee's title (e.g. Agricultural Officer Grade I),
3. Applicants must channel their application letters through their respective employers,
4. Applicants should attach up-to-date detailed Curriculum Vitae having reliable contacts: post address, e-mail, and telephone numbers,
5. Applicant should attach certified copies of academic certificates and transcripts,
6. The position applied for by an applicant must be the same as the position he/she currently holds,
7. Certificate from foreign universities must be verified by relevant authorities such as TCU, NACTE or NECTA,
8. Applicants should indicate their willingness to cover the transfer costs,
9. Applicant should be ready to work at any of the TOSCI Work Station situated in Morogoro, Njombe, Arusha, Mwanza, Mtwara and Tabora,
10. Only successful candidate will be contacted for further procedures including initiating the request through the e-Uhamisho system,
11. Deadline for receiving application is on 15<sup>th</sup> December, 2025 and
12. All application should be addressed to:

Director General,  
Tanzania Official Seed Certification Institute (TOSCI),  
P. O. Box 1056,  
MOROGORO, TANZANIA.  
[info@tosci.go.tz](mailto:info@tosci.go.tz)

**DIRECTOR GENERAL  
TANZANIA OFFICIAL SEED  
CERTIFICATION INSTITUTE  
P.O. Box 1056  
MOROGORO**