



THE STATE UNIVERSITY OF ZANZIBAR (SUZA)

JOB OPPORTUNITIES

The Revolutionary Government of Zanzibar invites applications from suitably qualified and competent aspirants to be considered to fill the vacant posts of the newly established Presidential Delivery Bureau of the President's Office Zanzibar, Tanzania. Duration of Contracts is two (2) years. The reporting Authority of all posts is to the Chief Executive Officer save the CEO who shall report to the Chief Secretary.

1. Position: BLUE ECONOMY DELIVERY MANAGER

Required Qualification and Expertise

A reputable transformative leader with a proven track record and experience of conducting similar assignment in other developing countries, with the following qualifications, experience, and competencies:

- i. Master's Degree or above in Maritime Sector, Finance, Economics, International Business, International Relations, or related Social Science.
- ii. At least 5 years' managerial leadership role in an organization particularly in maritime sector.
- iii. At least 5 years' experience in sectorial reforms, leadership development, strategic management, development management, results-based management.
- iv. Proven track record of successfully driving transformation within the public and/or private sector.
- v. Must have good negotiation skills.
- vi. An understanding of Zanzibar's political and economic environment, preferably with established relationships and networks.
- vii. Strong facilitation, communication and report writing skills.
- viii. Ability to establish and maintain good working relations in multicultural environment.
- ix. Proficiency in computers and Microsoft Office Suite is required.
- x. Demonstrate high level strategic thinking and analytical skills.
- xi. Strong written and spoken language skills is required. (English and Swahili)
- xii. Willingness to travel frequently in Zanzibar and Tanzania

Duties and Responsibilities of the Blue Economy Delivery Manager

The Blue Economy Delivery Manager is the head of Blue Economy sectoral manager who has an overall management of the sector and unit. He will be responsible for building alignment, ensuring high performance and timely delivery on the key priorities of the government. He/she will specifically be responsible to:

- i. Provide strategic advice to Chief Executive Officer and other senior government officials on key delivery agenda and priority areas.
- ii. To lead the sector and focal persons in setting the priority areas in the sector, objectives, and targets, improving operations and methodologies and in affirming its unique role as one of strategic sector.
- iii. To lead the PDB sectoral unit in shaping its direction, setting objectives and targets, improving operations and methodologies and in affirming its unique role in the performance management and delivery.
- iv. To develop and recommend transformational agenda and sustainable change of culture, within the ‘whole of government’ approach.
- v. To align the blue economy sector with other macroeconomic sector and spearhead design, implementation and timely delivery of priority projects related with the sector that would contribute to transformative, sustainable, and tangible outcomes and impacts in the broad priority sectors.
- vi. To reports to the Chief Executive Officer and update him regularly on delivery priorities, progress against targets, emerging issues, and recommendations on the way forward.
- vii. Facilitate strengthening of the government’s delivery capacity in achieving the Presidential promise for transformation and sustainable development in the isles.
- viii. Facilitate knowledge transfer and creation of a strong team of internal experts (coaches and facilitators) who can influence transformation of systems, mindset, and culture in MDAs.
- ix. Analyse, share lessons and best practices of exemplary models in accelerating public service delivery.
- x. To coordinate, align and engage with other experts and consultants in applying transformative leadership and rapid results methodologies.
- xi. Engage with development partners and other key stakeholders, on financing of priority projects in Zanzibar.

2. Position: TOURISM DELIVERY MANAGER

Required Qualification and Expertise

A reputable transformative leader with a proven track record and experience of conducting similar assignment in other developing countries, with the following qualifications, experience, and competencies:

- i. Master’s Degree or above in Hospitality Sector, Tourism, Economics, International Business, International Relations, or related Social Science.

- ii. At least 5 years' managerial leadership role in an organization particularly in tourism sector or hospitality in general
- iii. At least 5 years' experience in sectorial reforms, leadership development, strategic management, development management, results-based management.
- iv. Proven track record of successfully driving transformation either in the public or private sector.
- v. Must have good negotiation skills.
- vi. An understanding of Zanzibar's political and economic environment, preferably with established relationships and networks.
- vii. Strong facilitation, communication and report writing skills.
- viii. Ability to establish and maintain good working relations in multicultural environment.
- ix. Proficiency in computers and Microsoft Office Suite is required.
- x. Demonstrate high level strategic thinking and analytical skills.
- xi. Strong written and spoken language skills is required. (English and Swahili)
- xii. Willingness to travel frequently in Zanzibar and Tanzania

Duties and Responsibilities of the Tourism Delivery Manager

The Tourism Delivery Manager is the head of Tourism sectoral manager who has an overall management of the sector and unit. He is responsible for building alignment, ensuring high performance and timely delivery on the key priorities of the government. He/she is responsible to:

- i. Provide strategic advice to Chief Executive Officer and other senior government officials on key delivery agenda and priority areas.
- ii. To lead the sector and focal persons in setting the priority areas in the sector, objectives, and targets, improving operations and methodologies and in affirming its unique role as one of strategic sector.
- iii. To lead the PDB sectoral unit in shaping its direction, setting objectives and targets, improving operations and methodologies and in affirming its unique role in the performance management and delivery.
- iv. To develop and recommend transformational agenda and sustainable change of culture, within the 'whole of government' approach.
- v. To align the tourism sector with other macroeconomic sector and spearhead design, implementation and timely delivery of priority projects related with the sector that would contribute to transformative, sustainable, and tangible outcomes and impacts in the broad priority sectors.
- vi. To reports to the Chief Executive Officer and update him regularly on delivery priorities, progress against targets, emerging issues, and recommendations on the way forward.
- vii. Facilitate strengthening of the government's delivery capacity in achieving the Presidential promise for transformation and sustainable development in the isles.
- viii. Facilitate knowledge transfer and creation of a strong team of internal experts (coaches and facilitators) who can influence transformation of systems, mindset, and culture in MDAs.
- ix. Analyse, share lessons and best practices of exemplary models in accelerating public service delivery.

- x. To coordinate, align and engage with other experts and consultants in applying transformative leadership and rapid results methodologies.
- xi. Engage with development partners and other key stakeholders, on financing of priority projects in Zanzibar.

3. Position: FINANCE AND RESOURCE MOBILIZATION SPECIALIST

Required Qualification and Expertise

A reputable transformative leader with a proven track record and experience of conducting similar assignment in other developing countries, with the following qualifications, experience, and competencies:

- i. Master's Degree or above in Banking, Accounting, Finance, Economics, International Business, International Relations, or related Social Science.
- ii. A minimum of 10 years' experience in financial and project management.
- iii. Must be a member of a professional qualification in accountancy i.e., ACCA, ICASL, ICA GH, and CPA.
- iv. Detailed experience managing investment funds, including structuring new funds, strong internal governance, and a track record of fiduciary responsibility and accountability, and ability to attract additional funds
- v. At least 5 years' managerial leadership role in public or private sectors.
- vi. Must have good negotiation skills.
- vii. An understanding of Zanzibar's political and economic environment, preferably with established relationships and networks.
- viii. Strong facilitation, communication and report writing skills.
- ix. Ability to establish and maintain good working relations in multicultural environment.
- x. Proficiency in computers and Microsoft Office Suite is required.
- xi. Demonstrate high level strategic thinking and analytical skills.
- xii. Strong written and spoken language skills is required. (English and Swahili)
- xiii. Willingness to travel frequently in Zanzibar and Tanzania

Duties and Responsibilities of the Finance and Resource Mobilization Specialist

The Finance and Resource Mobilisation Specialist is the responsible person for organisation resource mobilization efforts thereby enabling the PDB's capacity to implement its mandate. He/She is responsible to:

- i. To mobilize resources needed for PDB to enhance the PDB's capacity to implement its mandate.
- ii. It is responsible for maintaining, nurturing, and developing traditional and emerging donor relations, and partnership with other Multinational organization (UN, Embassies

etc), but increasingly also relations with international financial institutions, private and institutional investors, to secure sufficient funding for the implementation of PDB's Strategic Plan.

- iii. Follows and analyzes national and international trends and discussions on various means to mobilize resources and the development of new funding sources, instruments, and mechanisms.
- iv. To liaise with government ministries and institutions, as well as with external experts in innovative/blended financing to guide local and regional resource mobilization efforts.
- v. To obtain and share intelligence about donors and private investors' interests and priorities to broaden the donor base and stimulate creative fund-raising activities.
- vi. Provide strategic advice to Chief Executive Officer and other senior government officials on key delivery agenda and priority areas.
- xiv. To reports to the Chief Executive Officer and update him regularly on delivery priorities, progress against targets, emerging issues, and recommendations on the way forward.
- xv. Facilitate strengthening of the government's delivery capacity in achieving the Presidential promise for transformation and sustainable development in the isles.
- xvi. Engage with development partners and other key stakeholders, on financing of priority projects in Zanzibar.

4. Position: CHIEF EXECUTIVE OFFICER (CEO)

Required Qualification and Expertise

A reputable transformative leader with a proven track record and experience of conducting similar assignment in other developing countries, with the following qualifications, experience and competencies:

- i. Master's Degree or above in Public Administration, Political Science, Development Studies, Economics, Business Administration or related Social Science.
- ii. At least 5 years' senior leadership role in public or private sectors.
- iii. At least 10 years' experience in public service management, public sector reforms, leadership development, strategic management, development management, results-based management.
- iv. Proven track record of successfully driving transformation within the public and/or private sector.
- v. Demonstrated ability to engage with government, UN agencies, development partners, private sector and other development stakeholders in forging productive working relationships.
- vi. An understanding of Zanzibar's political and economic environment, preferably with established relationships and networks.
- vii. Strong facilitation, communication and report writing skills.

- viii. Ability to establish and maintain good working relations in multicultural environment.
- ix. Proven experience in advancing new ways of working in organizations.
- x. Expertise and practical experience in leading and influencing change.
- xi. Demonstrate high level strategic thinking and analytical skills.
- xii. Strong written and spoken language skills is required. (English and Swahili)

Duties and Responsibilities of the Chief Executive Officer

The CEO is the head of the Presidential Delivery Bureau in Zanzibar, responsible for overall management of the Bureau as well as ensuring team alignment, high performance and timely delivery on the priorities. He/she is responsible to:

- i. Provide strategic advice to H.E. The President and other senior government officials on key delivery agenda and priority areas.
- ii. Lead the PDB in shaping its direction, setting objectives and targets, improving operations and methodologies and in affirming its unique role in the performance management and delivery.
- iii. Institute transformational agenda and sustainable change of culture, within the ‘whole of government’ approach.
- iv. Spearhead design, implementation and timely delivery of priority projects that would contribute to transformative, sustainable and tangible outcomes and impacts in the broad priority sectors.
- v. Reports to the President and update him regularly on delivery priorities, progress against targets, emerging issues, and recommendations on the way forward.
- vi. Facilitate strengthening of the government’s delivery capacity in achieving the Presidential promise for transformation and sustainable development in the isles.
- vii. Facilitate knowledge transfer and creation of a strong team of internal experts (coaches and facilitators) who are able to influence transformation of systems, mindset and culture in MDAs.
- viii. Analyse, share lessons and best practices of exemplary models in accelerating public service delivery.
- ix. Engage with other experts and consultants in applying transformative leadership and rapid results methodologies.
- x. Engage with development partners and other key stakeholders, on financing of priority projects in Zanzibar.

TERMS OF SERVICE

Temporary employment

NOTE:

- i. Applicants must attach copies of relevant academic certificates, current curriculum vitae, letters of recommendation from two (2) outstanding academic/work referees and indicate reliable contacts.
- ii. Applicants should apply on the strength of the information given in this advertisement.

- iii. Applicants under Public service employment **MUST** forward their application letters through their respective employers. Failure to do that will lead to automatic disqualification.
- iv. Certificates from Foreign Examination Bodies for Ordinary or Advanced Level Education should be verified by the National Examination Council of Tanzania (NECTA) and for Technical Education should be verified by National Council for Technical Education (NACTE). This is only for Tanzanians.
- v. Certificates from foreign Universities should be verified by Tanzania Commission for Universities (TCU). This is only for Tanzanians.
- vi. Applicants with disability are advised to indicate their special needs.
- vii. Only qualified candidates will be invited for interview.
- viii. All applications should be submitted before 25 May, 2022.

- ix. Applications should be addressed to-

The Vice Chancellor
State University of Zanzibar
P.O. Box 146, Zanzibar-Tanzania
p_bureau@suza.ac.tz