



# Institute of Accountancy Arusha

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P.O. Box 2798, Njiro Hill, Arusha, Tanzania

Telephone: +255 27 2970232    Mobile: +255 763 462109    Telex: 50009 IAA TZ

Fax: +255 27 2970234    Email: [iaa@iaa.ac.tz](mailto:iaa@iaa.ac.tz)    Website: [www.iaa.ac.tz](http://www.iaa.ac.tz)

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## VACANCY ADVERTISEMENT.

The Institute of Accountancy Arusha is a parastatal academic institution offering Undergraduate and Postgraduate training programmes. It is established by the Institute of Accountancy Arusha Act No.1 of 1990 and is located at Njiro Hill, seven kilometers Southern-East of Arusha City.

### **Vision Statement**

To become an exemplary centre of excellence in modern business management training, research and consultancy services.

### **Mission Statement**

To provide high quality, competence-based training and offer research and consultancy services through applied technology.

### **Opportunity**

The Institute wishes to recruit on specified contract suitable persons from the market in the following vacancies:

1. Artisan Grade II in Carpentry
2. Artisan Grade II in Aluminium Fixing
3. Artisan Grade II in Painting

The qualifications and duties for each of the position above are described below:

### **1. ARTISAN II – CARPENTRY**

#### **Qualifications:**

Holder of form IV & NVA Level II or Trade Test Grade II in carpentry works

#### **Duties:**

- Assist in carpentry works under close supervision.
  - Carry out cleaning activities at the sites.
  - Care for working tools and equipment
  - Assist in carrying out repairs and maintenance.
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## 2. ARTISAN II – ALUMINIUM

### Qualifications:

Holder of form IV & NVA Level II or Trade Test Grade II in aluminium fixing works

Duties:

- Assist in aluminium fixing works under close supervision.
- Carry out cleaning activities at the sites.
- Care for working tools and equipment
- Assist in carrying out repairs and maintenance.

## 3. ARTISAN II – PAINTING

### Qualifications:

Holder of form IV & NVA Level II or Trade Test Grade II in painting works

Duties:

- Assist in painting works under close supervision.
- Carry out cleaning activities at the sites.
- Care for working tools and equipment
- Assist in carrying out repairs and maintenance.

### General Conditions to Interested Applicants:

- All applicants must be citizens of Tanzania
  - Applicants must attach up-to-date Curriculum Vitae (CV) bearing reliable contacts, postal address, e-mail address and accessible, reliable mobile phone numbers and three reputable referees
  - All applications must be attached with relevant copies of academic certificates & transcripts
    - Form IV & certificates
    - Birth certificate
  - Form IV result slips, partial testimonials or partial result slips are strictly not accepted
  - Women are highly encouraged to apply
  - Only shortlisted applicants will be informed on the date for interview
  - Application letters should be in Kiswahili or English.
  - Application letters and documents should be sent through Email **or** Submit hard copy at IAA Main Campus at Njiro- Arusha
  - Deadline for applications is **19<sup>th</sup> November 2021 at 04:00 PM**
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All applications should be directed to:

**RECTOR  
INSTITUTE OF ACCOUNTANCY ARUSHA  
P.O.BOX 2798  
ARUSHA.**

**OR**

Through email: [iaa@iaa.ac.tz](mailto:iaa@iaa.ac.tz)

**For More Inquiries Contact:**

**+255 272970232, +255 733 271 761.**