

03/09/2025

## EMPLOYMENT OPPORTUNITY

Mkwawa Leaf Tobacco Limited (MLTL) invites applications from suitable and qualified candidates to fill the following **Vacant** positions.

### **AGRICULTURE LABOUR PRACTICE TECHNICIAN (ALP TECHNICIAN) – 33 POSITIONS.**

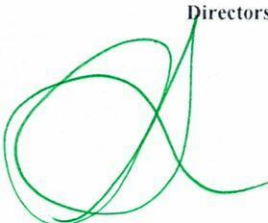
#### **(i) Roles and Responsibilities:**

- Train farmers and stakeholders in all aspects related to ALP
- Collect farm information (data) and monitor each farmer as assigned by the Sector ALP Supervisor
- Collect information on Prompt Actions recorded through **CroMIS** and pass on to relevant Sector ALP Supervisors for action.
- Follow up and manage all prompt actions raised to ensure they are dealt with and recorded by all Sector ALP Supervisors.
- Organize and maintain accurate records of all ALP follow ups and decisions.
- Supervise actions leading to achievement of targets and goals.
- Prepare an accurate monthly report which will be submitted to ALP Supervisors by 25<sup>th</sup> of the month.
- Ensure Timely reports on a weekly basis of all ALP activities on regional scale
- Train Field Technician on social related activities.
- Ensure all materials and inputs assigned to ALP programs are accurately recorded and signed by the recipients.
- Effectively plan and supervise all social activities at the area level.
- Liaise with Social related stakeholders
- Ensure all **SOP** (Standard Operating Procedures) are adhered to all times.
- Advise GAP Technician on all aspects related to Agricultural Labor Practices (ALP)
- Plan and follow up on the general social program implementation.
- Work with GAP Technician on incidence captures, follow up and remediation process for the incidences reported.

#### **(ii) Personal attributes:**

- Social interpersonal skills.
- Solution oriented with thirst for solving problems.
- Energetic, proactive and self-starter, with ability to adapt to changing circumstances and external factors.
- Integrity and professionalism, setting and demonstrating ethical and moral standards and having a sense of personal accountability.
- The ability to collaborate effectively within a team and across departments to achieve common goals.

Directors: AM Huwel, TK Silindu, RA Sinamtwa, CR Stonebridge, MJ Kapnias, GR McDonald, SJ Dumwalla, DS Mayunga



**(iii) Qualifications and experience:**

- At least diploma in Human Resource Management, Social Community, Public administration, Sociology, Laws, statistics or related field of study.
- Experience in the Community/ Social/ or Planning activities.
- Experience in extension services and outreach programs.
- Computer skills specifically in application software (MS Word/ Power Point and Excel).
- Training skill is an added advantage.
- Good Communication skills.

**(iv) Additional Requirements:**

- Competence on Motorbike driving with a valid motorbike driving license
- Ability to travel to various project sites.
- Willingness to live and work in remote areas.

**(v) Reporting:**

The incumbent will report directly to ALP Supervisor on day-to-day activities.

**REMUNERATION**

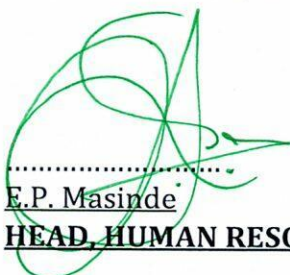
Salary offered for these vacant positions is competitive and commensurate with qualifications and experience.

**MODE OF APPLICATION**

Qualified, Competent and Confident candidates who meet the above outlined criteria, should apply in writing to the undersigned enclosing fully typed curriculum vitae indicating daytime telephone number and scanned copies of certificates and testimonials from previous employers, names, and address of three referees, to reach the undersigned in 7 days from the first appearance of this advertisement.

**Mkwawa Leaf Tobacco is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees. The qualified women who meet the outlined criteria are strongly encouraged to apply.**

All applications should be addressed to **Head, Human resources, Mkwawa Leaf Tobacco Limited, Tabora/Chunya** and send electronically through, [hr@mkwawatanz.com](mailto:hr@mkwawatanz.com)



E.P. Masinde  
**HEAD, HUMAN RESOURCES**

