



## JOB ANNOUNCEMENT

### **BACKGROUND:**

Amref Health Africa – Tanzania is an independent, non-profit, non-governmental organization (NGO) whose mission is “to improve the health of people by partnering with and empowering communities and strengthening health systems”. Amref Health Africa-Tanzania is largely supported by Multilateral, Bilateral, and National donors, implementing several programmes including HIV/AIDS/TB/Malaria, Reproductive, Maternal, Newborn, and Child Health, Water and sanitation, and clinical outreach.

Amref Health Africa Tanzania’s projects respond to national health priorities and sustainable development goals (SDGs) in addressing the needs of needy communities mostly women and children. We work to increase the effectiveness, efficiency, and sustainability of health services by strengthening health systems, improving access to services, advocating stronger community health systems, and influencing health policies. With the above background, Amref Health Africa Tanzania has the following vacancy:

<b>1. Position:</b>	<b>ICT Internship/ Volunteer</b>
<b>Directorate/Unit:</b>	<b>ICT</b>
<b>Reports to:</b>	<b>Head of ICT</b>
<b>Location:</b>	<b>Country Office in Dar es Salaam</b>

### **JOB PURPOSE:** -

Capacity building by empowering young people to gain experience as a bridge between the world of study and the work place for IT professionals.

Strategy to meet staffing needs from time to time.

### **SPECIFIC RESPONSIBILITIES:**

- User support help desk (telephone, email or any other mode of used communication)
- Keep log of technical faults reported and action taken.
- Perform basic PC hardware, software and network trouble shooting, monitoring performance and diagnosing.
- Configuring and testing ICT equipment and networks, including hardware, peripherals, and software to ensure efficient performance and appropriate settings.
- Undertaking basic computer maintenance, repair and upgrades
- Installing and/or testing Amref standard software on new computer equipment on arrival.
- IT assignment like updating software and assisting end user
- Undertake basic user PC housekeeping like scanning for virus and updates.
- Audit ICT equipment as required.
- Assist staff in setting meetings, workshop or conference equipment such as projectors, laptop.

## **QUALIFICATIONS AND EXPERIENCE**

- Bachelor Degree in Information communication Technology, Computer science, or related.
- Experience at least six [6] month working in a similar role.
- Good communication skills; good organization skills; working with people, commitment, and integrity.
- Fluency in English and Kiswahili required (excellent written, spoken, and comprehension skills).

## **HOW TO APPLY:-**

If you meet the criteria given above and are interested in the vacancies, please visit Amref's website <https://amref.org/vacancies/> Amref will conduct interviews at Dar es Salaam Offices to select qualified candidates. To be considered, your application must be received by **16.30 Hours on January 20, 2024.**

- 1. Amref Health Africa is an equal opportunity employer and has a non-smoking environment policy***
- 2. "Amref Health Africa is committed to the principles of safeguarding in the workplace and will not tolerate any form of abuse, wherever it occurs or whoever is responsible"***
- 3. Any Applicant attempting or communicating to the Amref Health Africa Management or Staff through phone calls, SMS, text emails and other means will automatically be disqualified from this opportunity. All communications should be channelled to the provided official correspondence email above***
- 4. Amref Health Africa –Tanzania regrets that only short-listed candidates will be contacted.***