

Exciting Career Opportunity!

We are currently seeking to recruit a Sharia and Products Officer:

The successful candidate will be responsible for the following duties and responsibilities:

- To assist the team in managing Charity funds.
- To assist the team in the development of new products and enhancement of the existing products.
- To assist the team to prepare training materials and managing Sharia & Products training programs.
- To assist the team in making follow up to ensure remedial actions are taken timely to address Sharia Audit findings.
- To assist the team to conduct product performance assessments and prepare products performance report quarterly.
- To administer Charity and Zakat Fund activities properly as per the manuals, including visitation of the beneficiaries and verification of the applications.
- To assist the team in Fatawa management.
- To assist the team to review policies and manuals annually.
- To assist the team to prepare and review financing contract packages, forms, and any other required documents.
- To assist the team in preparing products easy guide.
- To offer guidance to the staff and clients on Islamic banking/financing instruments and related guidelines.
- To conduct assessment on Sharia compliance in all activities and operations of the bank, with the objective of ensuring the activities and operations are carried out in line with Sharia rulings and suggest enhancements in the process flow, best practices, and product features.
- To train bank staff and ensure that the business and financing management team has sufficient skills to enable the products to be efficiently implemented including documentation requirements, pricing dynamics and processing requirements.
- To support the market department by reviewing communication contents, promotion materials, and social media platforms to ensure they are in line with Sharia principles.
- To support the financing management department and branches to ensure financing facilities are issued as per product financing manuals and are in line with Sharia principles.
- To support the marketing department to present products and propagate Islamic banking knowledge through various media.

Key Competency Requirements:

- Commercial thinking and Sharia minded.
- Creative approach, ability to anticipate challenges and provide innovative sharia compliant solutions.
- Ability to train and couch Islamic banking & finance topics.
- Excellent verbal and written Communication Skills.
- Strong persuasion and presentation skills.
- Products knowledge and Innovation Mindset in Islamic Banking.
- Understanding of Islamic Banking in Tanzanian context.

Qualifications and Experience required:

- Degree in Islamic Banking and Finance or Degree in Banking/Finance/commerce with additional certification or Diploma in Islamic Banking and finance.
- Professional Qualification in Islamic banking, Shariah (Jurisprudence)/ Islamic Studies is an added advantage.

Reporting line: Sharia and Products Manager.

Deadline for submission of application is Tuesday, 24th June 2025.

All applications (include application letter, Resume, academic and professional certificates) should be done through **jobs@amanabank.co.tz**

Only shortlisted candidates will be contacted.

Customer Service 0657 980 000

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Exciting Career Opportunity!

We are currently seeking to recruit an ICT Technical Support Officer:

The successful candidate will be responsible for the following duties and responsibilities:

- Maintain and supervise the overall performance of biometric systems.
- Maintain and supervise the overall desktop PCs, printers, scanners and the like.
- Provide client support and technical issue resolution via E-Mail, phone and other electronic medium on ICT support issues raised.
- Identify and correct or advise, on operational issues in client computer systems.
- Installing and configuring computer hardware operating systems and applications such as Office365.
- Troubleshooting application systems and software problems and diagnosing and solving software faults.
- Supporting the roll-out of new applications.
- Develop training materials and procedures, and/or train users in the proper use of hardware and software.
- Conduct office automation feasibility studies, including workflow analysis, space design, and cost comparison analysis.
- Confer with staff, users, and management to establish requirements for new systems or modifications.
- Support Admin team in telephone issues as well as other issues requires ICT technical assistance.

Key Competency Requirements:

- Basic computer hardware training.
- Basic Networking knowledge.
- Hands on computer hardware/ printers etc.
- Ability to think out of the box.

Qualifications and Experience required:

- Bachelor's degree in Computer Science, ICT or any other related field.

Reporting line: Manager ICT, Core Banking

Deadline for submission of application is Monday, 23rd June 2025.

All applications (include application letter, Resume, academic and professional certificates) should be done through **jobs@amanabank.co.tz**

Only shortlisted candidates will be contacted.

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