



## 1. Warehouse Clerk - 2 Positions

Morogoro, Kilombero, Tanzania, United Republic of  
Full Time  
Experienced

### Job Purpose

The successful candidate will be responsible for supporting warehouse performance objectives by adhering to the standards and best practice as defined in the Illovo Logistics Way and Country specific requirements.

### Specific Duties and Responsibilities

- Assist with daily stock reconciliations by product and location.
- Assist in investigating all stock variances.
- Conduct relevant cycle, monthly, planned and unplanned stock counts.
- Generate picking slips for loading of trucks.
- Prepare necessary customer invoices and DRP transfer documents / customer and internal transfer delivery documentation.
- Prepare all relevant Export related documentation.
- Speedily and accurately count and capture all inventory movement of vehicles or trains entering or exiting the site, within the prescribed turnaround times.
- Accurately check and capture all inventory movements when stacking and unstacking of bins
- Accurately check & capture all customer returns.
- Accurately check and capture all picking, internal transfers, on-site inventory redistribution.
- Capture all receipts and transfer documentation and file & store effectively.
- Assist with quality checks as required.
- File & maintain all relevant stock movement documentation.
- Identify opportunities and make suggestions for warehouse improvements.

### Job Qualification and Experience

- Certificate or Diploma qualification

- Basic IT & Microsoft proficiency
- Minimum 1 year Stock, Stores or Warehouse Administration experience
- Performance and customer-focused, with the ability to work well in a team.
- Good communication skills.
- Attention to details and accuracy, with good numerical skills.

**Terms of Service:** The successful candidate will be engaged on a **Permanent Contract**.

All interested candidates, who meet the above requirements should apply for the position on or before **27th July 2025**.

**Kilombero Sugar Company Limited is an equal opportunity employer. Women and people with disability are highly encouraged to apply.**

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## **2. Warehouse Supervisor - 5 Positions**

Morogoro, Kilombero, Tanzania, United Republic of  
Full Time  
Experienced

### **Job Purpose**

The successful candidate will plan, co-coordinate and supervise all dispatch activities to ensure warehouse performance and KPI standards for both internal & external customer service expectations are met.

### **Specific Duties and Responsibilities**

- Supervise warehouse teams, through review of load plan schedules, determination of manpower / resource requirements, work planning and allocation, monitoring of work completed and management or escalation of any issues.
- Conduct shift handover meetings, where relevant, to ensure performance continuity.
- Conduct relevant cycle, monthly, planned and unplanned stock counts.
- Coordinate and supervise the receipt of transporters, the loading of all vehicles, all weigh bridge activities, invoice preparation and dispatch of vehicles to customers or other depots.
- Supervise and assist with the speedy and accurate checking and capture of all outgoing inventory, including site specific requirements (e.g. specialty sugar container or molasses).
- Approve and audit all dispatch documentation.

- Supervise MHE operation and performance to ensure consistent availability, safety and productivity.
- Assist in ensuring all MHE is maintained to standard, by reviewing checklists, and planning for routine and ad hoc maintenance.
- Compile and submit MHE hours on a monthly basis to the assigned Finance Business Partner.
- Consistently track, manage performance to standard and display all relevant KPI's to build team understanding, commitment and performance.
- Coach and conduct on the job training of team members to ensure competence against standards, SOPs, and skills required.
- Manage performance of the team, recognizing good performance and constructively handling performance issues.
- Authorise Work Permits for any work to be carried out in the warehouse during the shift.
- Maintain employee records and track attendance.

#### **Job Qualification and Experience**

- Bachelor's degree or Diploma in Logistics/Warehousing or equivalent.
- 2-3 years' stock/stores/warehouse experience.
- Leadership ability to build teams, and influence, empower, guide and develop others.
- Ability to plan and organise work and resources.
- Good communication skills.

**Terms of Service:** The successful candidate will be engaged on a **Permanent Contract**.

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### **3. Tally Clerk - 6 Positions**

Morogoro, Kilombero, Tanzania, United Republic of  
Full Time  
Experienced

## **Job Purpose**

The successful candidate will monitor, check and accurately record all inventory movement for the assigned team to ensure warehouse performance and KPI standards and both internal & external customer service expectations are met.

## **Specific Duties and Responsibilities**

- Participate in the pre-shift handover meeting with the Supervisor to understand duties assigned for the shift, and to plan and determine work required.
- Physically supervise the offloading / loading of road trucks and rail wagons.
- Verify all documentation for goods received and loading (loading authority).
- Inspect trucks and wagons before loading to ensure that they meet the required standards.
- Speedily and accurately count and capture all inventory movement of vehicles or trains entering or exiting the site, within the prescribed turnaround times.
- Supervise the stacking and de-stacking of sugar according to the correct methods, standards and procedures.
- Accurately check and capture all inventory movements when stacking and unstacking of bins
- Accurately check & capture all customer returns.
- Accurately check and capture all picking, internal transfers, on-site inventory redistribution.
- Record all batch numbers for traceability and erect bin cards as required.
- Speedily, and with due care, check the product quality of all incoming and exiting inventory.
- File & maintain all relevant stock movement notes.
- Participate in conducting daily cycle counts and stock takes.
- Lead teams and monitor performance to ensure work requirements are met according to targets and standards.
- Identify opportunities and make suggestions for warehouse improvements.

## **Job Qualification and Experience**

- Diploma or Certificate qualification from a recognized Institution
- Minimum 1 year working experience in Store or Warehouse
- Basic computer skills.

**Terms of Service:** The successful candidate will be engaged on a **Permanent Contract**.

All interested candidates, who meet the above requirements should apply for the position on or before **27th July 2025**.

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## **4. Security Investigator - 1 Position**

Morogoro, Kilombero, Tanzania, United Republic of  
Full Time  
Experienced

### **Job Purpose**

The successful candidate will enable collecting, collating and sharing of intelligence information to assist in deterring potential crime on the estate.

### **Specific Duties and Responsibilities**

- Liaising with relevant internal and community stakeholders in collecting of intelligence and information from informants.
- Following up on case with police, prosecutors and the courts to monitor conviction success.
- Collating of crime data and statistics and capturing in relevant Illovo database.
- Identification of potential suspects, location weaknesses and asset vulnerability in order to alert management of security improvement needs and to enhance general vigilance of all role players.
- Assist with investigations into tip-offs, incidents and accidents.
- Produces investigation reports following closure of incident investigations.
- Conduct undercover work on the estate as part of investigations and intelligence gathering.
- Interview and recording of witnesses and suspects statements in relation to various security and safety incidents.
- Preservation and custodianship of evidence at incident site and where applicable identifies witnesses to the incident by acting as first responders thereto.
- Work as effective witness for disciplinary and court cases emanating from security incidents on the estate.

### **Job Qualification and Experience**

- Bachelor's Degree from a recognized Institution.

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- Minimum 2 years' experience working in incident investigations.
- Good communication skills and able to interpret and apply new information.

**Terms of Service:** The successful candidate will be engaged on a **Permanent Contract**.

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## **5. Project Engineer - 2 Positions**

Morogoro, Kilombero, Tanzania, United Republic of  
Full Time  
Manager/Supervisor

### **Job Purpose**

The successful candidate will manage third-party relationships, lead project teams, and own the project business case to ensure financial alignment with strategic goals. They will also oversee planning, governance, risk, quality, health and safety to ensure successful project delivery.

### **Specific Duties and Responsibilities**

- Contract development and execution including management of 3rd parties.
- Own the project(s) business case and ensure that the associated financial integrity is robust and aligned with the business strategic plan.
- Explore that all possible options for the project are rigorously analysed, such that the alternatives are well understood.
- Select and appoint appropriate project teams including 3rd parties and lead, develop and motivate those teams for the lifecycle of the project.
- Develop and manage a robust project schedule based on the stage-gate process to facilitate effective financial and commercial project management which creates and levers business value.

- Manage the adherence to corporate project governance procedures and processes to ensure that the appropriate management controls are in place and that projects are delivered according to plan.
- Ensure that an appropriate risk management process is applied to ensure that foreseeable significant risks are identified and managed.
- Implementation of an appropriate quality management system to ensure that all project outputs meet the key stakeholder requirements.
- Provide health and safety (H&S) leadership for the project team(s) and assume responsibility for all aspects of H&S associated with the project(s).

### **Job Qualification and Experience**

- Bachelor's degree in Engineering or equivalent (Engineering background preferred)
- Minimum 4 years relevant working experience
- APMP Certificate in Project Management (or equivalent)
- NEBOSH General Certificate in Health & and/or Construction Safety (or equivalent)
- Detailed knowledge of capital process and system
- Knowledge of industry standard contract forms

**Terms of Service:** The successful candidate will be engaged on a **Permanent Contract**.

All interested candidates, who meet the above requirements, please apply for the position on or before **1st August 2025**. Only shortlisted candidates will be contacted.

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## **6. Operator: Effluent Treatment Plant**

Morogoro, Kilombero, Tanzania, United Republic of  
Full Time  
Entry Level

### **Job Purpose**

To ensure the correct volume and quality of all effluent leaving the Effluent Treatment Plant meets

those dictated by Tanzanian Specifications.

### **Responsibilities and Accountability**

- Ensures that the Effluent Treatment Plant is operated as prescribed and that the correct final effluent specifications are achieved.
- Process deviations and equipment breakdowns are attended to timeously to achieve the above.
- The Effluent Treatment Plant's performance, safety, housekeeping, quality and environment standards are achieved and maintained at all times, co-ordinating such activities as necessary with the Production Team Lead.
- The required information is logged down, captured on computer and communicated to the Production Team Lead.
- Ensure all processes are executed in accordance with ISO 22000 and local good practices for safety, health, environment and quality. This specifically includes the use of required personal protective equipment and ensuring all plant operations are executed with safety in mind.
- Monitors the performance of the ETP on a continual shift basis using on-plant measurements to produce the required quantity and quality of effluent
- Makes adjustments and alterations to the process variables in conjunction with the Production Team Lead, to ensure that the ETP is operating as per procedure to produce the required effluent quantity of the desired specification.
- Solves process problems and deviations by taking the appropriate corrective action to meet throughput and quality targets.
- Monitors plant profiles after analysis and takes corrective action to maintain effluent quality. Captures required data on log sheets.
- Conducts visual checks and inspections of the ETP and associated utilities.
- Together with the Production Team Lead, diagnose the cause of problems/breakdowns by troubleshooting.
- Calibrates the dosage rate of chemicals in the ETP on an ad hoc basis to ensure that usage is within budget.
- Responsible for shutting down and starting up the ETP as per procedure.
- Adheres to safety procedures, maintains the plants housekeeping, quality and environmental standards.
- Trains, as required, plant personnel on the operations within the ETP.
- Takes on the role of a safety watch during plant shutdowns after hours to ensure that personnel (especially contractors) adhere to the company's safety standards.
- Carries out any other duties relating to the plant.

### **Academic Qualification**

- Diploma in Chemical Engineering /Production Management



- 1 years Operational experience in a chemical manufacturing facility, preferably, a distillery
- Exposure to a production environment.
- Effective communication with team.

**Terms of Service:** The successful candidate will be engaged on Permanent Contract.

All interested candidates, who meet the above requirements, should apply for the position on or before **24th July 2025**. While we thank all applicants for their interest, only those selected for interviews will be contacted. Only shortlisted candidates will be contacted.

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## **7. Marketing and Sales Analyst - 1 Position**

Morogoro, Kilombero, Tanzania, United Republic of  
Full Time  
Experienced

### **Job Purpose**

The successful candidate will be responsible to create and analyse Commercial market reports, including sales / product performance reports, competitor surveys and VAPP metrics, and provide recommendations to correct shortfalls and support the development of marketing plans, assist with execution of all marketing plans to ensure effective implementation, support sales effectiveness, logistics and customer engagement.

### **Specific Duties and Responsibilities**

- Develop sales performance reports and dashboards on a weekly and monthly basis, gather market intelligence and track competitor activities.
- Track and monitor sales effectiveness and provide recommendations to Trade Marketing Manager and Sales Managers.
- Assist Trade Marketing Manager and Group Marketing in development of brand activity plans and creation of communication and brand assets.
- Analyse sales and marketing data to identify trends and opportunities

- Collaborate with the sales team to provide support in the execution of sales and trade marketing activities.
- Perform trade audit and compliance checks.
- Create reports and presentations to communicate findings for sales, marketing and logistics teams.
- Conduct market research to understand customer needs and preferences.
- Develop strategies to improve sales and marketing performance.
- Monitor and evaluate the success of marketing campaigns and provide recommendations for improvement
- Stay up to date on industry trends and competitor activities
- Maintain databases and systems for tracking sales and marketing data
- Provide training and support to sales and marketing teams on utilizing data and analytical tools.

#### **Job Qualification and Experience**

- Bachelor's Degree in Business Administration, Marketing, Statistics or equivalent
- Minimum 5 years' experience in Marketing and/or Sales
- Sound business and marketing knowledge, with a good understanding of the local market dynamics and trade environment, strong analytical ability and
- Skills in relevant software packages, attention to detail, sound communication skills and written communication Ability to plan and organize work tasks

**Terms of Service:** The successful candidate will be engaged on a Permanent Contract.

All interested candidates, who meet the above requirements should apply for the position on or before **22nd July 2025**.

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## **8. Estate Agriculture Director - 1 Position**

Morogoro, Kilombero, Tanzania, United Republic of  
Full Time  
Executive

**Job Purpose**

The Estate Agriculture Director will be responsible for developing the country's estate agriculture strategy with a focus on long-term growth, development, and sustainability. The candidate must ensure that estate agriculture operations are managed within budget and deliver cost synergies. The role also requires optimizing estate agriculture performance by upholding the highest standards of asset management, cane quality (production), and farming productivity, while achieving the required cane crop volume at optimal levels.

**Specific Duties and Responsibilities:**

- Develop and review the Estate Agriculture strategy and long-term yield forecasts, ensuring appropriate initiatives are in place to deliver on strategic goals.
- Prepare annual agriculture operations plans covering crop establishment, husbandry, removal, and implementation of innovations and sustainable practices.
- Build a strong Estate Agriculture leadership team and talent pipeline through continuous coaching, mentoring, and guidance.
- Lead operational excellence by making informed tradeoffs to maximize yields at optimal cost and quality levels.
- Ensure minimum standards and processes are adopted across Crop Production, Agronomy, Engineering, Harvesting, and Haulage.
- Oversee the provision of technical expertise to Grower Agriculture operations.
- Drive cross-functional synergies by partnering with one center counterparts to identify, share, and embed optimization opportunities.
- Manage relationships with key stakeholders and third-party suppliers effectively.
- Report Estate Agriculture performance and key developments to the Country Executive and one center Agriculture teams.
- Develop business cases for key agricultural capital projects and ensure delivery of intended outcomes.
- Coordinate sharing of best practices, frameworks, and standards within the function using one center platforms to support problem-solving and knowledge sharing.
- Drive effective performance and talent management within the agriculture function, focusing on developing future leaders, rewarding high performance, and ensuring accountability for critical behaviours.
- Promote and ensure adherence to SHERQ procedures, policies, and guidelines.
- Ensure enabling systems and processes are in place to support operational success.
- Identify, monitor, and act on key performance indicators (KPIs) to track progress and address issues.
- Ensure compliance with ABFS's policies and procedures, including SHERQ, Competition Law, and Anti-Bribery and Corruption (ABC)

**Minimum Requirements:**

- Bachelor's degree in agriculture / Agricultural Engineering / Agricultural development or equivalent.
- 15 years' experience in sugar cane agriculture, at least 10 years in a senior agricultural operations position responsible for greater than 3,000 ha.
- Proven track record of effectively developing and implementing strategies through managing budgets, people and resources to meet business KPIs.
- Good business acumen and agricultural expertise, with ability to anticipate, interpret and respond to changes impacting on functional area.
- A formal business/commercial qualification would be an advantage.
- Strong agriculture data analysis skills.

**Terms of Service:** The successful candidate will be engaged on a permanent pensionable contract

All interested candidates, who meet the above requirements, please apply for the position on or before **8th August 2025**. Only shortlisted candidates will be contacted.

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