THE UNITED REPUBLIC OF TANZANIA

TANZANIA COMMUNICATIONS REGULATORY AUTHORITY

ISO 9001:2015 CERTIFIED

PUBLIC NOTICE

VACANCY AT THE PAN AFRICAN POSTAL UNION (PAPU) GENERAL SECRETARIAT - DUTY STATION, ARUSHA

THE United Republic of Tanzania (URT) is a member of the Pan African Postal Union (PAPU). On behalf of the URT, Tanzania Communications Regulatory Authority (TCRA) wishes to inform the public that PAPU invites applications from suitably qualified Tanzanians for the following post available at the (PAPU) Headquarters in Arusha, Tanzania under 28th Ordinary Administrative Council, under Resolution No. 01/PAPU/AC/XXVIII/2009, paragraph VII as follows:

TITLE OF POST	**"Finance and Accounts Officer"**
Grade	**P1/1**
Duty Station	Arusha (Tanzania)
Service or Administrative Unit	Administration and Finance Department
Projected Date of Entry into Service	1st March 2026
Date of Publication of Notice	6th January 2026
Deadline for Receipt of Applications	30th January2026

Details on duties, responsibilities and qualifications may be accessed on the TCRA's website: https://www.tcra.go.tz/documents/vacancies

Issued on **17th January 2026**

Digitally Signed By JABIRI KUWE BAKARI
Sat Jan 17 20:00:24 EAT 2026

Dr. Jabiri K. Bakari
DIRECTOR GENERAL

Mawasiliano Towers, 20 Sam Nujoma Road, P.O Box 474, 14414 DAR ES SALAAM, TANZANIA.
Phone: +255 22 2199760-9 / +255 22 2412011-2 / +255 784558270-1 Fax: +255 22 2412009-10
Email: barua@tcra.go.tz, dg@tcra.go.tz, Website: www.tcra.go.tz

Photograph (Passport size)

APPLICATION FOR THE P1/1 POST **Annex 2**
Finance and Accounts Officer

Postal Administration		
Applicant's family name and First Name	Nationality	Date of Birth
Current position in Postal Organization	Marital Status	Number of children
	Sex ☐ Male ☐ Female	Age (s) of children[1]

University Degrees or Diplomas

University or equivalent education Institution	Years of Study		University degrees or equivalent qualification	Area of Specialization
	From	To		

Other Courses or Diplomas

Institution	Duration		Diplômas	Specialization
	From	To		

Language Proficiency

Telephone
Téléphone
255 27 2611440

Address/Adresse
13th Floor, PAPU Tower
282 Moshi Road, Philips Area
Sekei Ward
P.O Box 6026, Arusha 23190
United Republic of Tanzania

Website
Site Web
www.upap-papu.post

E-mail Address
Adresse E-mail
sc@papu.co.tz

French	English	Other Language	Other Language
Read ☐ ☐ ☐ without difficulty / average / with difficulty Write ☐ ☐ ☐ Without Difficulty / average / with difficulty Speak ☐ ☐ ☐ Without Difficulty / average / with difficulty Understand ☐ ☐ ☐ Without Difficulty / average / with difficulty	Read ☐ ☐ ☐ without difficulty / average / with difficulty Write ☐ ☐ ☐ Without Difficulty / average / with difficulty Speak ☐ ☐ ☐ Without Difficulty / average / with difficulty Understand ☐ ☐ ☐ Without Difficulty / average / with difficulty	Read ☐ ☐ ☐ without difficulty / average / with difficulty Write ☐ ☐ ☐ Without Difficulty / average / with difficulty Speak ☐ ☐ ☐ Without Difficulty / average / with difficulty Understand ☐ ☐ ☐ Without Difficulty / average / with difficulty	Read ☐ ☐ ☐ without difficulty / average / with difficulty Write ☐ ☐ ☐ Without Difficulty / average / with difficulty Speak ☐ ☐ ☐ Without Difficulty / average / with difficulty Understand ☐ ☐ ☐ Without Difficulty / average / with difficulty

Duties Performed in the Postal Organization and in Other Organizations

Beginning with your present position, indicate in reverse chronological order all the positions that you have held, making sure to specify any important experience that would be useful for appraising your employment record. Use a separate line for each position held, include additional sheets if necessary

Dates		Nature of your work
From	To	

Work Experience in the Field Considered [2]

The Postal Organization certifies the authenticity of the foregoing	Applicant
Place and Date of issue:	
Name of Director General or Chief Executive Officer:	Place
Signature	Signature

[1]Names and ages of dependent children
[2]Detailed CV to be included

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Website
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www.upap-papu.post

E-mail Address
Adresse E-mail
sc@papu.co.tz

ANNEX 3

PAN AFRICAN POSTAL UNION
MEDICAL EXAMINATION REPORT FORM

DATE: ……/……../……..

NAME/DR/MR/MRS/MISS: ……..

DATE OF BIRTH :…… **SEX** : ……...

FAMILY MEDICAL HISTORY: ……

PERSONAL MEDICAL HISTORY:

(a) HEREDITARY OR CONGENITAL CONDITIONS ……
(b) SERIOUS OR CHRONIC DISEASES ..……..
(c) ACCIDENTS ……..
(d) SURGICAL OPERATON ……
(e) HOSPITALIZATION ……
(f) WEIGHT CHANGE IN PAST YEAR ……..……..
(g) SKIN INFECTIONS ……..……..……...

PRESENT CONDITION:

(1) GENERAL CONDITION ……..……
……
HEIGHT ……..…… WEIGHT ……..…… SKIN ..……

(2) DIGESTIVE SYSTEM

TEETH ……TONGUE ……..……
ABDOMEN ……
LIVER ……SPLEEN ……...
HERNIA ……RECTAL EXAMINATION……...

(3) CIRCULATORY SYSTEM

PULSE …….. BLOOD PRESSURE ……...
AUSCULTATION ……..……..
APEX BEAT ……VESSELS ……

(4) RESPIRATORY SYSTEMS

NOSE …… THROAT ……..

CHEST ……..

AUSCULTATION……

(5) AUDITORY SYSTEM
EARS ……

HEARING	**DRUMS**

RIGHT ……
LEFT ……

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(6) VISION

EYES ……..

ACUITY (CORRECTED) …….. (UNCORRECTED) ……

FIELDS …… COLOUR ……

(7) GENITOURINARY SYSTEM

GENITALIA …… KIDNEYS ……..

FOR WOMEN – L.M.P. …… PARA ……

P.V. …… BREASTS ……..……

PAP SMEAR IF POSSIBLE ……

(8) LOCOMOTOR SYSTEM

LIMBS ……
GAIT …….. DEFORMITY ……..

(9) NERVOUS SYSTEM

TEMPERAMENT ……

MENTAL STATUS ……..…..……

CRANIAL NERVES ……...……..…

SUPERFICIAL REFLEXES ……..……..…
……..

(10) INVESTIGATION (PLEASE FORWARD ALL FILMS AND REPORTS)

CHEST X-RAY ……..……
ELECTROCARDIOGRAM ……..……
STOOL EXAMINATION ……..……
URINE ANALYSIS ……..……..
BLOOD

HAEMORGRAM ……..…..
SEROLOGY (KHAN/VORL) ……...…
BIOCHEMISTRY (LIVER/KIDNEY FUNCTION TESTS, URIC ACID, BLOOD SUGAR ETC)
……..……

HAEMGLOBIN ELECTROPHORESIS ……..……

(11) OTHERS AS INDICATED

……
……
……

(12) OPINION

I CERTIFY TO THE BEST OF MY KNOWLEDGE THAT I HAVE EXAMINED
DR/MR/MRS/MISS …… AND FOUND

HIM/HER TO BE MEDICALLY FIT/UNFIT FOR EMPLOYMENT HE/SHE IS ON/NOT ON TREATMENT (SPECIFY)

……
……

DATE ……..…/……..…../…….

OFFICIAL STAMP

PHYSICIAN'S SIGNATURE ……

PHYSICIAN'S NAME ……

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255 27 2611440

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