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JOB VACANCY ANNOUNCEMENT

Tanganyika Instant Coffee Co. Ltd (TANICA), based in Bukoba Municipality, Kagera Region, has been an experienced producer of Instant Coffee in Tanzania since 1963. TANICA invites Tanzanian applicants with suitable qualifications and experience to fill the following available vacancies:

1. RESEARCH AND DEVELOPMENT (R&D) OFFICER (1 POST)

Purpose of the post: The Research and Development R&D Officer is responsible for driving innovation, product improvement, and research initiatives aligned with TANICA's strategic goals. The role ensures continuous enhancement of coffee products, value addition, and technological improvements in processing, packaging, and market competitiveness.

Duties and Responsibilities

- i. Conduct research on new coffee product development, including blends, instant coffee formulations, and value-added products.
- ii. Study local and global coffee industry trends to recommend innovations and technology adoption.
- iii. Collaborate with production teams on piloting new formulations and prototypes.
- iv. Assess processing technologies and recommend solutions to improve efficiency and quality.
- v. Conduct feasibility studies on new machinery, packaging technologies, and automation.



- vi. Support continuous improvement initiatives at the factory.
- vii. Develop research tools and methodologies.
- viii. Collect, analyze, and interpret data to support product development and strategic decisions.
- ix. Prepare R&D reports, technical briefs, and concept notes.
- x. Maintain updated documentation of research results, pilots, and trials.
- xi. Work with coffee researchers, universities, TCB, TACRI, NGOs, and private sector actors on research partnerships.

Minimum Qualifications

- i. Bachelor's degree in Economics, Industrial Economics and Planning, or related field.
- ii. A Master's degree is an added advantage.

Experience and Skills

- i. At least 3 years of experience in industrial economic analysis, economic planning, agribusiness research, or value chain development, preferably within the agriculture or manufacturing sector.
- ii. Demonstrated experience in conducting feasibility studies, cost–benefit analysis, investment appraisals, and market studies.
- iii. Strong understanding of agricultural estate development, out-grower schemes, and commercialization models within the coffee sector or similar value chains.
- iv. Ability to analyze production systems, evaluate economic viability of technologies, and recommend improvements that enhance productivity and competitiveness.
- v. Proven ability to develop research methodologies, design tools, and conduct both qualitative and quantitative research.



- vi. Strong analytical and data interpretation skills, with proficiency in statistical and economic analysis tools (SPSS, Stata, Excel, Power BI).
- vii. Excellent communication, report writing, and presentation skills, with the ability to convert research findings into actionable recommendations for management.
- viii. Capacity to work collaboratively with multidisciplinary teams, external research partners, and industry stakeholders.

2. MONITORING AND EVALUATION OFFICER (1 POST)

Purpose of the post: The M&E Officer will lead monitoring, evaluation, learning, and reporting functions across TANICA's operational and strategic initiatives. The role ensures effective tracking of company performance, project progress, stakeholder engagements and value-chain programs.

Duties and Responsibilities

- i. Develop and implement M&E frameworks, indicators, and tools for company projects.
- ii. Monitor performance of strategic plans, production targets, coffee value-chain initiatives, and collaboration projects.
- iii. Prepare monthly, quarterly, and annual performance reports.
- iv. Conduct baseline, mid-term, and end-line evaluations for projects.
- v. Perform data analysis and convert findings into actionable recommendations.
- vi. Document lessons learned and best practices to inform management decisions.
- vii. Develop and manage data collection tools (digital and manual).
- viii. Ensure accuracy, reliability, and quality of data across all departments.



- ix. Maintain company M&E dashboards and databases.
- x. Support reporting to government agencies, financial institution, partners, and regulators.
- xi. Work closely with departments (production, procurement, finance, administration) to ensure compliance with M&E requirements.
- xii. Contribute to development of proposals, concept notes, and reports requiring performance evidence.
- xiii. Support planning and budgeting by providing performance data.

(II) Minimum Qualifications

- i. Bachelor's degree in Statistics, Economics, Project Management, Industrial Economics and Planning or related field.
- ii. A Master's degree is an added advantage.

(III) Experience and Skills

- i. Minimum of 3 years of experience in monitoring and evaluation, economic planning, agricultural project monitoring, or performance management, preferably within the agriculture, agribusiness, estate development, or manufacturing sectors.
- ii. Proven experience in designing M&E systems for large-scale agricultural projects, estate development programs, or value-chain interventions.
- iii. Strong background in data management, statistical analysis, and performance tracking, including the ability to analyze production, productivity trends, cost structures, and operational efficiency.
- iv. Demonstrated ability to conduct baseline surveys, feasibility assessments, impact evaluations, and performance audits for agricultural or economic development projects.



TANGANYIKA INSTANT COFFEE PUBLIC LIMITED COMPANY

- v. Strong skills in data analysis using tools such as SPSS, Stata, Excel, Power BI, with the ability to convert complex data into actionable insights.
- vi. Excellent report writing, communication, and presentation skills, with the ability to prepare management-level reports, dashboards, and analytical briefs.
- vii. Ability to design and manage digital data collection tools, M&E databases, dashboards, and results tracking systems.
- viii. Strong organizational skills and the ability to work independently, handle multiple assignments, and meet tight deadlines.

Mode of Application:

Interested and qualified candidates should submit the following documents:

- A signed application letter.
- Updated Curriculum Vitae (CV).
- Copies of academic and professional certificates.
- Copy of birth certificate.
- One recent passport-size photograph.

Applications should be addressed and sent to the following address **not later than 25/12/2025**.

The General Manager,
Tanganyika Instant Coffee PLC,
P.O. Box 410,
Bukoba, Tanzania.

Email: gm@tanicacafe.co.tz

Copy to: hr@tanicacafe.co.tz

Note: Only shortlisted candidates will be contacted for further recruitment steps.