

Bank of Baroda (Tanzania) Ltd

Bank of Baroda, a leading Public Sector bank in India. It also has wide international presence. It ranks 152 amongst the top 1000 in the world. The Bank of Baroda has worldwide presence by way 8485 branches in India and 96 branches/offices at overseas Centre. Bank of Baroda entered Tanganyika way back in 1956 and remained till nationalization of financial institutions up to February 1967. The Bank had three branches in Dar es Salaam, Mwanza and Moshi at the time of nationalization under Arusha declaration. The bank had come back to play its role in the economic development of the country and well-being of the people of the United Republic of Tanzania in October 2004.

Bank of Baroda (Tanzania) Limited is wholly owned subsidiary of Bank of Baroda. Presently the Bank has branches in Dar es Salaam, Arusha, Kariakoo and Mwanza.

The Bank is providing full-fledged banking operations and serving the people in all walks of life. The bank is financing businessman, traders, manufacturers, retailers, individuals, employees of well established companies, institutions, government departments, SMEs etc. in addition to other Banking Services.

JOB OPPORTUNITY

Position and no of vacancies: **1) Officer General Banking – 01**

2) Information Technology Officer- 01

3) Clerk cum Teller- 02

Major responsibilities shall include:

S. No.	Position	Major responsibilities
1	Officer General Banking	He/she will be responsible for general banking functions like Operations, Treasury and or Credit/Monitoring etc.
2	Information Technology Officer	He/she will be responsible for handling IT related matters of Bank.
3	Clerk cum Teller	He/she will be responsible for assisting the supervisors in different areas of Banking

Note: Above mentioned number of vacancies may increase or decrease depending on requirement of Bank.

Qualifications and Experience:

S. No.	Position	Qualifications and Experience
1	Officer General Banking	<ul style="list-style-type: none">a) Candidate shall have minimum qualification of Bachelors in Finance/Banking etc.b) Candidate shall have minimum of 03 years of working experience in any commercial bank operating in Tanzania.c) Candidates having Master's or higher degree and having required or higher experience with any commercial bank operating in Tanzania will be given preference.
	Information Technology Officer	<ul style="list-style-type: none">a) Candidate shall have minimum qualification of Bachelors in Information Technology/Computer Science etc.b) Candidate shall have minimum of 03 years of working experience as Information Technology officer in any commercial bank operating in Tanzania.c) Candidates having Master's or higher degree and having required or higher experience with any commercial bank operating in Tanzania will be given preference.d) Candidates having minimum qualifications and having required or higher experience as mentioned above with other Institutions/companies/organizations operating in Tanzania in the field of managing Data Centre, Oracle database, Unix Server, Power system, Network management and Linux environment etc. may also apply.
	Clerk cum Teller	<ul style="list-style-type: none">a) Candidate shall have minimum qualification of Bachelor's degree.b) Candidate shall have minimum of 03 years of working experience in any commercial bank operating in Tanzania.c) Candidates having Master's or higher degree and having required or higher experience with any commercial bank operating in Tanzania will be given preference.

Who can apply: Candidates holding Local Citizenship i.e. Tanzanian Nationality only can apply for the requested Job opportunity. All above positions will be transferrable in nature within Tanzania as per requirement of our Bank.

Remuneration: Successful candidates shall receive a competitive salary and other benefits in accordance with the status of the bank in the industry.

Mode of Application: Candidates who meet the required qualification and experience shall apply by filling Application Form as per prescribed format annexed herewith along with a passport size photograph to the following address **not later than 15/01/2023 before 5.00 P.M. (East African Time).**

The Head of Human Resource Department

Bank of Baroda Tanzania Limited.

Address: Plot no.149/32, Ohio/Sokoine Drive, P O Box No.5356, Dar es Salaam, Tanzania.

The applications in prescribed formats can also be submitted on email id: ***hrm.tanzania@bankofbaroda.com***

The management reserves the rights of shortlisting and only shortlisted candidates will be contacted for an interview or test in person. The management also reserves the rights to cancel this recruitment exercise at any point of time if required.

Note: 1) Application received from other modes or in any other formats will not be accepted.

2) Incomplete or Partially filled applications will not be entertained.

3) Please check eligibility criteria before submitting applications.



BANK OF BARODA TANZANIA LIMITED

Recent Passport
Size Photograph

EMPLOYEMENT APPLICATION

PERSONAL INFORMATION

NAME		DATE OF BIRTH (DD/MM/YYYY)	NIDA NUMBER
ADDRESS (number, street, building)			
CITY		STATE/REGION	PO BOX NO
PHONE 1	PHONE 2	EMAIL ADDRESS	
Have you ever been convicted of a crime? Yes No			
If Yes, please explain:			
Nationality/Citizenship:		Any Credit default History : Yes / No	
Marital status: Married / Unmarried		No. of Dependents:	
Do you have any critical disease : Yes / No (If yes please mention name:)			

DESIRED EMPLOYMENT

EMPLOYMENT REFERENCE NO.	POSITION APPLYING FOR	EXPECTED SALARY	DATE YOU CAN START

EDUCATION (starting from the latest)

School/college/university	Location	Passing Year	Score/Rating

WORK EXPERIENCE

Company Name	Period From - To	Position	Reason for Leaving

May we contact your present employer? Yes /No If No, why? _____

IF Yes, name of Supervisor: _____ Contact Number: _____

MAJOR SKILLS (Mention Name of area of expertise only . for ex: Banking Operations, Credit etc.

LANGUAGES :(which you can Read, Write and Speak only)

I certify that the information contained in this application is accurate and correct. I understand that any omission or erroneous may be ground for rejection/dismissal.

SIGNATURE		DATE	
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