



Job Vacancy: Technical Manager

A. Introduction

Delight Development Opportunities (DDO) Tanzania is an organization registered in Tanzania dedicated as a one stop center to provide professional advisory and consultancy services to transform various development challenges into viable sustainable development opportunities. DDO Tanzania works in the multi-disciplinary sectors which include but not limited to: Business Development Services including marketing, sales and customer care, Organizational Setup and Organizational Development, Capacity Development and other social, health, education, Human Resources Management, and general development services. DDO Tanzania uses client centered and customized solutions to improve companies, organizations and enterprises performance through improving management, operations, advisory in investment decisions, marketing, sales and customer care and human resource and financial management, access financing and markets. As part of its projects, DDO Tanzania manages the platform that enables entrepreneurs, suppliers and business owners to access 'daily advertised tenders' through www.ddotenders.co.tz .More information about the organization can be found via www.ddotanzania.co.tz

DDO Tanzania is looking for a highly motivated and qualified candidate to fill the Technical Manager position.

B. Job Responsibilities

Reporting to The Chief Executive Officer, The Technical Manager is the key person who primarily initiate and works on various projects within the mandates of the organization, responsible with searching, negotiating and managing new partnerships, develop project proposals and expression of interests in various focus areas of the organization, manages relationships with clients, spearhead implementation of various projects, report writing and ensure quality results.

C: Specific Duties

- Manages technical portfolio of the organization

- Develop quality winning proposals and expression of interests in various areas of focus of the organization
- Assess business operations of the organization and advise the management for improvements
- Implement projects within the organization and ensure quality results
- Develop reports
- Manage relationship with clients, partners, donors and stakeholders
- Manage staff (two programme officers and one IT officer)
- Perform any other duties as may be assigned by the Management

Qualifications, Skills and related Knowledge:

- Minimum of bachelor's degree in social sciences, business administration, economics, statistics or relevant field is required. Masters' degree is an added advantage
- At least 3 years' experience with the job or related is required.
- Strong writing and negotiation skills is required
- Experience and background in the consulting field is strongly required
- Additional required skills: Decision making, Objectivity, Trustworthiness, Emotional Control, Integrity, Safety Management, Professionalism, Reporting Skills, Communication skills, Interpersonal skills, Problem solving skills, Punctuality, Critical thinking skills, Teamwork and collaboration skills, Adaptability skills.

C. How to apply.

- Submit your CV to info@ddotanzania.co.tz by 28th March 2025.