

TANZANIA POSTS CORPORATION

OFFICE OF THE POSTMASTER GENERAL

P.O. BOX 9551 * DAR ES SALAAM * TANZANIA * TEL: (051) 37400 * FAX: (051) 46500

CONFIDENTIAL

PF: 27222

Ndugu: J. M. Nziku

31/8/1994

Postal Superintendent Grade II

Thro' RPM/Iringa

APPOINTMENT TO THE POST OF POSTAL SUPERINTENDENT GRADE I

I am pleased to inform you that, following the approval of the Corporation Organization Structure, the Management of Tanzania Posts Corporation has appointed you to the post of POSTAL SUPERINTENDENT GRADE I

with effect from 19.7.1994 under the following principal terms and conditions of services.

1. The basic salary attached to your post is PGS 9 i.e shs.313,440/= x 5,880/= - shs.331,080/= p.a. Your entry point will be shs. 26,120/= p.m. and your incremental date will be 1st July.
2. Your service in the Corporation is continuous with your service in its predecessor, the former Tanzania Posts and Telecommunications Corporation. Your pension rights have been protected by Tanzania Posts and Telecommunications (Vesting of Liabilities) Act of 1993.
3. Your duty station will be at the office of Regional Postal Manager/Iringa but you may be transferred to any other station within Tanzania in accordance with the exigencies of the services.
4. You will serve for a trial period of 6 months before you are confirmed in the post. During the trial period, your performance will be reviewed after three months and if found not satisfactory, appropriate measures will be taken against you in accordance with the Corporation's Regulations and Directives in force from time to time. Sanction for unsatisfactory performance shall include removal from your post and from the services of the Corporation.
5. Your controlling officer is, by a copy of this letter, instructed to provide you with a Job Description a copy of which you will sign and return to him.

CONFIDENTIAL

CONFIDENTIAL

6. The Management of Resources under you including revenue and expenditure budget shall feature prominently in your annual performance appraisal.
7. You will exercise delegated authorities relative to your post as provided from time to time.
8. Other terms and conditions of service including privileges attached to your post remain the same as those in the set out regulations and circulars and their amendments from time to time.
8. On behalf of the Management of the Corporation, I wish to take this opportunity to congratulate you for the appointment.

COMMITMENT:

Management of TPC has appointed you to this post with the expectation that you will carry out the duties and responsibilities attached to it efficiently, transparently and with dedication.

It is incumbent upon you to ensure that you supervise effectively employees under you with a view to realising the Corporation's objectives and targets relative to your area of responsibilities and the Corporation as a whole. You will be solely accountable for results. You are therefore required to sign and return to me one copy of this letter within seven days from the date you receive it to show your acceptance of the appointment under the terms and conditions set out above.


B. M. LEONG
FOR: POSTMASTER GENERAL

CONFIDENTIAL