



OUR TOBACCO OUR ECONOMY

JOB VACANCY- TOBACCO CLASSIFIERS (SEASONAL)

THE ORGANISATION

The Tobacco Commission is a Statutory Corporation established by an Act of Parliament under the Tobacco Industry Act No. 10 of 2019. The Commission is responsible for the provision of regulatory services and promotion of tobacco production and marketing systems in an environmental friendly manner using modern technologies.

To ensure that its mandate is carried out effectively and efficiently, the Tobacco Commission invites applications from suitably qualified individuals to fill the position of Tobacco Classifier **(Seasonal basis)** in Kasungu, Limbe, Lilongwe and Mzuzu Offices.

DESCRIPTION OF THE JOB

The Tobacco Classifier shall be reporting to the Principal Tobacco Classifier responsible for providing tobacco classification services in the Commission.

KEY DUTIES AND RESPONSIBILITIES

1. Classifying and award correct grades to tobacco laid on the floors before sales;
2. Enforcing rules and regulations that govern tobacco deliveries and sales;
3. Collecting tobacco samples for submission for pesticide residue analysis and nicotine levels;

4. Conducting tobacco classification, grading, and presentation courses;
5. Preparing and submitting of weekly, monthly and annual sales reports;
6. Identifying pest-infected tobacco bales for necessary remedial action;
7. Solving job-related challenges;
8. Preparing and submitting reports on tobacco crop assessment surveys;

QUALIFICATIONS:

The desired candidate must possess at least a Diploma in Agriculture with traceable experience in tobacco production and marketing.

PERSON SPECIFICATIONS

The desired candidate must demonstrate the following person specifications:

1. Knowledge of the fabric of the tobacco industry in Malawi
2. Basic knowledge of tobacco production and marketing and its related challenges
3. Good interpersonal and communication skills
4. Attention to detail
5. Good analytical skills and ability to resolve issues with speed
6. Impartiality, objectivity and high levels of integrity

METHOD OF APPLICATION

Interested persons with the specified qualifications and experience should submit their applications under confidential by post enclosing copies of certificates and a detailed Curriculum Vitae

with names and contact details of **three traceable** referees by **11th March, 2022** to either:

**The Chief Executive Officer
Tobacco Commission
P.O. Box 40045
Kanengo
LILONGWE 4**

Or

Email : **tcc@mw.com**

Only **shortlisted** applicants will be acknowledged.