

## VACANCY ANNOUNCEMENT

### Job Summary

**Position:** Cook (1 post)  
**Reports To:** Co-Investigator/Nutritionist  
**Work Station:** Bagamoyo  
**Apply By:** April 27<sup>th</sup> 2022

### Institute Overview

**Ifakara Health Institute (IHI)** is a leading research organization in Africa with a strong track record in developing, testing and validating innovations for health. Driven by a core strategic mandate for research, training and services, the Institute's work now spans a wide spectrum, covering biomedical and ecological sciences, intervention studies, health-systems research and policy translation.

### Position Summary

Ifakara is looking for a qualified and experienced **Cook**. The Cook will work in the metabolic kitchen to prepare meals for the study participants. He/she will specifically be responsible for the preparation of meals and beverages for the controlled feeding trial team assessing vitamin B12 metabolism in pregnant women at varying supplemental intakes of vitamin B12, relative to non-pregnant.

### Duties and Responsibilities

- Ensure the food preparation workstations, cookware and utensils are clean and sanitized.
- Ensure ingredients and final products are fresh.
- Follow recipes, including measuring, weighing and mixing ingredients.
- Bake, grill, steam and boil meats, vegetables, fish, poultry and other foods.
- Present, garnish and arrange final dishes.
- Follow all food health and safety requirements.

### Qualification and Experience

- Secondary School Education Certificate (Form IV/VI).
- Diploma in Food Production, Hospitality Management, or Hotel Management.
- Experience in related works with demonstrated skills in cooking other than for family.

### Skills and Competencies

- Ability to skillfully multitask.
- Ability to work independently as much as possible and follow precedents and procedures.
- Teamwork, problem-solving skills and ability to manage temper.
- Creativity, innovative and willingness to learn.
- Good communication skills (to understand and communicate with colleagues, participants and relatives).
- Maintains strong and effective working relationships with co-workers as well as other department or patient care staff.
- Time management and record-keeping skills.

#### Ifakara Branch

Off Mlabani Passage  
P.o. Box 53 Ifakara  
Phone: +255232931572

#### Dar es Salaam Office

#5 Ifakara Street Plot 463 Mikocheni  
P.o. Box 78,373 Dar es Salaam  
Phone: +255222774756

#### Bagamoyo Branch

Off Chuguni Road  
P.o. Box 74 Bagamoyo  
Phone: +255232440065

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### Remuneration

An attractive and competitive remuneration package will be offered to successful candidates as per IHI salary scales.

### Equal Opportunity

IHI is an equal opportunity employer. We prohibit intentional biases or discrimination and harassment of any kind at the work place and during recruitment. All employment decisions are based solely on job requirements and individual qualifications, and our recruitment process is governed by the labour laws of Tanzania.

### Mode of Application

All candidates who meet the above job requirements should send their application letters together with their detailed curriculum vitae (CVs) showing contact addresses including email, telephone/cell phone numbers and copies of academic and professional certificates to the email address below.

The **deadline** for this application is **17:00hrs on Wednesday, April 27<sup>th</sup> 2022**. All e-mail application subject lines should include; **COOK – MM4MN PROJECT. Only shortlisted applicants will be contacted for an interview.**

Human Resources Manager  
IFAKARA HEALTH INSTITUTE  
#5 Ifakara Street Plot 463 Mikocheni  
P.O. Box 78,373  
Dar es Salaam, Tanzania  
Email: [recruitment@ihi.or.tz](mailto:recruitment@ihi.or.tz)

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