



KIBO SEED COMPANY LIMITED

P O BOX 25 ARUSHA TANZANIA

VACANCY ANNOUNCEMENT

Kibo Seed Company, a subsidiary of Kenya Seeds Company, is registered in the United Republic of Tanzania in the agricultural industry and in the Seed Sub sector. The main activities of the Company are carrying out Research, Production, Processing, Marketing and Sales activities of seed and other complimentary products. The company wishes to recruit an enthusiastic, self-driven candidate for the following positions:

Position: Assistant Quality Assurance Officer: REF: KSC/AQA/JG8/2025

The company wishes to recruit an enthusiastic, self-driven Assistant Quality Assurance Officer, **Job Grade 8** responsible for ensuring our seed's conformance to quality standards as specified in various Seed Laws, Regulations and Standards in line with our rallying call, "Ubora wa Kuaminika"

The main duties of the Assistant Quality Assurance Officer are.

- Oversee TOSCI authorized seed sampling, seed testing (purity testing, germination testing, moisture testing) as per the seeds and plant varieties (seeds) regulations and authorization guidelines
- Undertake sampling and testing of seed to ensure compliance with Seed Acts
- Undertaking seed Quality audits at the processing facilities and implementing best practice seed hygiene standards
- Inspect depots sites to assess compliance with required quality standards
- Co-ordinate in-process checks at all stages of seed production and processing for quality assurance.
- Identify, investigate and record non-conformities and potential non-conformities in the Laboratory and advise accordingly.
- Initiate the development and review of policies and procedures on seed quality assurance.
- Establish and coordinate standards, systems and procedures for seed quality assurance and ensure compliance.
- Review general seed quality performance at all locations and analyze statistical data to establish standards of quality.
- Develop and implement seed quality policy and procedures.
- Develop and implement methods and procedures for the disposal of non-conforming seed products.
- Oversee and provide technical support to new product development
- Collaborate with external seed quality and environmental governing bodies
- Generate Seed Quality Compliance Reports and documentation, including review and implementation of work instructions and procedures
- Ensure seed quality assurance in compliance with the Seed and Plant Varieties Act.
- Other duties as assigned by management



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For appointments to this grade a candidate must have:

- At least 4 years relevant work experience.
- Have at least a Diploma or Degree in any of the following disciplines: Seed Technology, Botany, Biochemistry, Applied Biology Agriculture, Seed Science, Horticulture Agribusiness, Agricultural Economics or equivalent qualifications from a recognized institution.
- Problem-solving and decision-making abilities.
- Analytical skills
- The ability to cope under pressure.
- Good communication and presentation skills.
- Working knowledge in computer applications.
- Fulfilled the requirements of Leadership and integrity

All interested candidates should forward their application letter accompanied by their Curriculum Vitae and all relevant testimonials to recruitment@kiboseeds.co.tz or hard copy to the reception at Kibo Seed Company Ltd Headquarters in Arusha Kibo Seed Company Ltd Headquarters; Okaseni Street off Arusha – Namanga Road Opposite Dodoma/East Africa By-Pass Road Junction Also Opposite PetroAfrica Ngaramtoni Service Station ; Arusha, Tanzania be received on or before 12th November 2025.