



NATIONAL HEALTH INSURANCE FUND

CALL FOR INTERVIEW

National Health Insurance Fund (NHIF) do hereby invites ALL applicants who applied for various posts in the Fund as per advertisements made in newspapers on 16th December, 2013 to appear for written interview to be held at Tanzania Episcopal Conference Center (TEC), Kurasini, Dar es Salaam as per Time Table and conditions specified below:

Table: TIME TABLE OF THE WRITTEN INTERVIEW TO BE CONDUCTED AT TEC CONFERENCE CENTRE DAR ES SALAAM

DATE	TIME	POST	NUMBER OF APPLICANTS	HALL	SUPERVISORS
24.03.2014	9.00 AM	Compliance and Field Operations Officers III	1,785	AMECEA & No.85	DHRA, DO, CFOM, ZM
25.03.2014	9.00 AM	Membership Officer III	1,793	AMECEA & No. 85	DHRA, DO, MM, RM
26.03.2014	9.00 AM	Assistant Accountant III	1,823	AMECEA & No. 85	DHRA,DFPI,CA
	2.00 AM	Assistant Internal Auditor	666	AMECEA & No. 85	DHRA,DFPI,CIA
27.03.2014	9.00 AM	Claims Officer III	1,164	AMECEA & 85	DHRA,DMTS, CAM
	2.00 PM	Quality Assurance Officer III	137	No.85	DHRA,DMTS, QAM
		Pharmaceutical Services Officer III	90	No. 86	DHRA,DMTS, PSM
28.03.2014	9.00 AM	Systems Administrator	351	AMECEA	DHRA,DIS,ISM
		Risk Officer	89	No. 85	DHRA,DFPI,PIM

	2.00 PM	Personal Secretary	151	No. 85	DHRA,ASM
		Receptionist	182	AMECEA	DHRA, ASM
29.03.2014	9.00 AM	Driver III	487	AMECEA	DHRA,ASM
			8,052		

CONDITIONS FOR ATTENDING THE INTERVIEW:

A: Applicants who do not meet the following conditions SHOULD NOT appear for the interview:

1. All applicants who do not meet qualifications specified in the vacancy advertisement,
2. Applicants whose application letters were not handwritten,
3. Applicants who did not submit their PHOTOGRAPHS along with application letters

B: All applicants are required to observe the following:

1. One applicant should appear for interview for **ONLY one post**. Appearance for interview to more than one post shall disqualify the applicant forthwith.
2. All applicants should come with their **original** academic and/or professional certificates. Those without original certificates shall not be accepted.
3. All applicants should observe time; those who come **15** minutes after the indicated time will not be allowed to enter the interview room.
4. Candidate must meet their own expenses for coming to the interview. NHIF shall not be responsible for refunding any candidate expenses incurred in respect of attending these interviews.
5. Submission of any FORGED certificate/document will lead to severe legal actions.

NB: Excuses regarding these conditions shall not be entertained.

This advert can also be found in our website:

www.nhif.or.tz

Issued by:

Acting Director,

National Health Insurance Fund (NHIF),

P.O.Box 11360,

DAR ES SALAAM.