



1. JOB TITLE: Inventory Operations Controller - 1 Position

Kilombero, Morogoro, Tanzania, United Republic of

Full Time: Experienced

Job Purpose

The successful candidate will partner with Inventory Manager to achieve optimal onsite Inventory stock holding from both a financial and operational perspective

Specific Duties and Responsibilities

- Delegate workflow and manage the team's operational activities. Plan, organize, lead and control activities carried out at stores
- Manage the Inventory Operations team to ensure accurate and efficient receiving/receipting and issuing of stock; ensuring strong customer support in terms of timing and product availability Manage and control Inventory levels to ensure unsatisfied stores requisitions and services are kept to a minimum.
- Implement and oversee effective and efficient service delivery and resolution of issues affecting delivery or supply constraints
- Oversee the planning of receiving loads and required staff, machinery (i.e., forklift, etc.) for offload etc
- Ensure related engagement takes place with suppliers for all defective goods and goods over/under received
- Support the business to finalize receipting process for payment by creditors – query resolution, GRN, Credit/exchanges, etc
- Assess operational teams' performance using EPM (Engaged Performance Management) tools, against role profiles and established KPIs
- Promote and adhere to Illovo's procedures, policies and guidelines, including, without limitation, those relating to SHERQ, Competition Law and Anti-Bribery and Corruption (ABC)
- Ensure compliance to the FCFQ is achieved through rigorous engagement with group and internal audit (this includes maintaining relevance to current systems, policies & procedures)
- Maintain housekeeping of designated area (5S) in accordance with SHERQ and ISO standards (where applicable)

- Establish and maintain clarity of responsibilities within the decision-making process
- Promote and adhere to Illovo's procedures, policies and guidelines, including, without limitation, those relating to SHERQ, Competition Law and Anti-Bribery and Corruption (ABC)

Job Qualification and Experience

- Bachelors degree in Procurement, Logistics or Supply Chain Management
- Minimum 3 years Procurement , Purchasing or Supply Chain management experience
- Demonstrated understanding of stores management and Inventory management systems and processes
- Demonstrable track record in managing teams

Terms of Service: The successful candidate will be engaged on a **Permanent contract**.

All interested candidates, who meet the above requirements, to apply for the position on or before **14th May 2026**. Only shortlisted candidates will be contacted.

Kilombero Sugar Company Limited is an equal opportunity employer. Women and people with disability are highly encouraged to apply.

[APPLY HERE](#)

2. JOB TITLE: Planning Clerk - 1 Position

Kilombero, Morogoro, Tanzania, United Republic of

Full Time: Mid Level

Job Purpose

The successful candidate will manage, distribute and close section work orders and ensure that all operations in assigned area are carried out as per the ISO 9001:2000 Quality Management System at Kilombero Sugar to achieve the quality standards.

Specific Duties and Responsibilities

- Ensures that all operations are carried out as per the ISO 9001: 2000 Quality Management System at Kilombero Sugar to achieve the quality standards.
- Performs all tasks according to Kilombero Sugar's Quality, Safety, Health and Environment policies and procedures.

- Take reasonable care for the health and safety of self and other persons who may be affected by what you do or do not do.
- Co-operate with the management team to enable them to perform their duties under the Occupational Health and Safety Act.
- Record and capture incoming works order requisitions and opening job cards.
- Closes wage returns for all Estate Maintenance junior staff through Cane-pro.
- Capture Stores Requisition and submit to manager for approval as assigned.
- Prepare Productivity reports through SAP system.
- Responsible for all Civil offices cleaning and ensure surroundings are maintained in proper condition.
- Keep proper records for incoming and issued Civil materials.

Job Qualification and Experience

- Certificate or Diploma of records and archival management.
- Computer certificate would be an added advantage.
- Minimum 1 year working experience in Maintenance planning and recording (EAM).
- Computer literacy, proficient with MS Excel, Word, and PowerPoint.
- Ability to plan and organize work and resources.
- Good communication skills.

Terms of Service: The successful candidate will be engaged on a **Permanent Contract**.

All interested candidates who meet the above requirements should apply for the position on or before **14th May 2026**.

Kilombero Sugar Company Limited is an equal opportunity employer. Women and people with disability are highly encouraged to apply.

[APPLY HERE](#)