Applications are invited from suitably qualified, serving Public Officers in Ministries/Departments/Agencies and Local Governments to fill the following vacant posts. Application Forms/Public Service Form No.3 (2008) in triplicate and PSC Summary Form (one form) should be submitted to the Secretary, Public Service Commission, P. O. Box 7080, Kampala to be received not later than Friday 15th April, 2016.

The Application and Summary Forms are obtainable from the Public Service Commission Office, 2nd Floor, Farmers House, Parliament Avenue, Kampala or Ministries/Departments and District Service Commission Offices, or can be downloaded from the Public Service Commission website www.psc.go.ug. Hand written applications are also acceptable.

Application forms should bear the title of the post followed by the Reference Number specified against the vacancy. The appropriate Advert Title e.g. “PSC Internal Advert. No. 1/2015” should be clearly indicated on the top of each first page of the Application Form No. 3 (2008). Applicants should attach three sets of photocopies of their certificates and testimonials. Applicants subsequently shortlisted for oral interviews shall be required to present certified copies and original of their academic transcripts and certificates at the time of sitting the Oral Interviews.

Applicants should attach three (3) recent certified passport size photographs and should apply for a maximum of only two (2) posts clearly indicating the first and second choice against the post applied for. The Advert may also be accessed on Public Service Commission website www.psc.go.ug.

Applicants who shall not hear from the Public Service Commission, on completion of the selection exercise should consider themselves as unsuccessful.
MINISTRY: OFFICE OF THE PRESIDENT

POST : DIRECTOR ECONOMIC AFFAIRS (01 VACANCY)
REF: HRM 62/2522/01
SALARY : UGANDA GOVERNMENT SCALE UISE
AGE : 35 YEARS AND ABOVE

MINIMUM QUALIFICATIONS AND WORKING EXPERIENCE:
Applicants should be Ugandans, holding an Honours Bachelors degree in either Economics or Commerce or Business Administration (Management option) or Commerce (Management option) or Arts or Social Sciences or Development Studies, plus a Masters degree in any of the above fields or Public Administration from a recognized University/Institution.

Applicants should have a minimum of twelve (12) years relevant working experience, three (3) of which should have been gained at the level of Commissioner in Government or equivalent level of experience from a reputable organization.

DUTIES:
The incumbent will be responsible to the Secretary, Office of the President for performing the following duties:-
- Developing strategies for monitoring key Government Programmes.
- Initiating Economic research in all sectors of the economy.
- Preparing reports on the performance of key Government Projects and Programmes.
- Designing and implementing a system for data gathering and analysis for policy formulation, monitoring and evaluation of key Government Programmes.
- Overseeing the performance of the two Departments in the Directorate.
- Preparing Cabinet Information papers on the performance of Government Projects and Programmes.
- Any other duties as may be assigned from time to time.

POST: PRINCIPAL ASSISTANT SECRETARY (07 VACANCIES)
REF. HRM 147/286/01 Vol.13 [99]
SALARY: UGANDA GOVERNMENT SCALE-U2
AGE: 28 YEARS AND ABOVE

MINIMUM ACADEMIC QUALIFICATIONS AND WORKING EXPERIENCE
Applicants should be Ugandans holding an Honour's Bachelor's Degree in Arts or Social Sciences or Law or Development Studies or Public Administration and Management or Social Work and Social Administration or Human Resource Management plus a minimum of Postgraduate Diploma in any of the above fields and a Certificate in Administrative Law Course from a recognized Institution. A Masters Degree in Public Administration & Management Studies or Human Resource Management from a recognized University or Institution will be an added advantage.
Applicants should have a minimum working experience of six (6) years, three (3) of which should have been served as Senior Assistant Secretary in Government or equivalent level of relevant working experience in the field of Administration from a reputable Organisation.

DUTIES:-
The incumbent will be responsible to the Head of the Zonal Office for performing the following duties:-

- Coordinating the distribution of resources and ensuring their accountability;
- Compiling the Ministry Zonal Office Monthly Reports;
- Signatory to control and payment batches for Ministry Zonal Offices;
- Responsible for drawing up and compiling budget estimates;
- Coordinating inter-departmental activities Ministry Zonal Offices;
- Coordinating and proper maintaining of bills and registers;
- Any other duties as may be assigned from time to time.

Note:
The seven (7) vacant posts above exist in Ministry of Lands, Housing and Urban Development, Zonal Offices based in Districts. Successful applicants must be ready to be deployed in any of the Zonal Offices.

MINISTRY: LOCAL GOVERNMENT

POST: CHIEF ADMINISTRATIVE OFFICER (18 VACANCIES)

REF: HRM 77/184/03 VOL. 3 [100]

SALARY: UGANDA GOVERNMENT U1SE

AGE: 38 YEARS AND ABOVE

MINIMUM ACADEMIC QUALIFICATIONS AND WORKING EXPERIENCE
Applicants should be Ugandans holding an Honours Bachelor’s Degree in either Arts or Social Sciences or Development Studies or Management or Law or Commerce (Management Option) or Business Administration (Management Option) plus a Certificate in Administrative Law and a minimum of a post-graduate Diploma in either Public Administration and Management or Human Resource Management or Development Studies or Management or Finance and Accounting from a recognized University/Institution.

Possession of a Masters Degree in any of the above disciplines shall be an added advantage.

Applicants should have at least ten [10] years’ relevant working experience, three [3] of which should have been gained at the level of Deputy Chief Administrative Officer or Under Secretary/Commissioner in Government or equivalent level of experience from a reputable organization.
The applicant should be a person of high moral character and proven integrity.

DUTIES:

The incumbent will be responsible to the Permanent Secretary, responsible for Local Governments for performing the following duties:-

- Heading the Public Service in the District and Administration of the District Council.
- Ensuring proper use and accountability for Council resources.
- Managing the effective implementation of all lawful decisions of the Council and Government.
- Giving guidance to the Local Government Councils and their Departments in the application of the relevant laws and policies.
- Supervising, monitoring and coordinating the activities of the District and Lower Council’s employees and departments and ensuring accountability and transparency in the management and delivery of Council services.
- Developing capacity for development and management of the planning function in the District.
- Supervising and coordinating the activities of all delegated services and the officers working in those services.
- Keeping custody of all documents and records of the Local Government Council.
- Acting as liaison Officer between the District Council, Government and private sector.
- Advising the Chairperson and Executive on the administration of the Council.
- Maintaining law, order and security in the District.
- Performing all statutory duties and functions which he or she is required to do under any law.
- Coordinating and ensuring monitoring and inspection of Council activities and ensuring that the data/information bank is established and updated on timely basis.
- Preparing and submitting progress reports on quarterly basis on Local Government programmes, projects and other activities to the Central Government and stakeholders.
- Mediating and coordinating conflicts and dispute resolutions among officials of the Council.
- Ensuring timely implementation of staff performance appraisal.
- Any other duties as may be assigned from time to time.

POST :  DEPUTY CHIEF ADMINISTRATIVE OFFICER (03 VACANCIES)

REF:  HRM 77/184/02 Vol. 3  [101]

SALARY:  UGANDA GOVERNMENT SCALE UISE

AGE:  35 YEARS AND ABOVE

MINIMUM ACADEMIC QUALIFICATIONS AND WORKING EXPERIENCE

Applicants should be Ugandans holding an Honours Bachelor’s Degree in either Arts or Social Sciences or Development Studies or Social Work and Social Administration or Management or Law or Commerce (Management Option) or Business Administration (Management Option) or Business Studies plus a Certificate in Administrative Officers Law course and a minimum of a Post Graduate Diploma in either Public Administration and Management or Human Resource Management or Development Studies or Management or Finance and Accounting from a recognized University/Institution.
Possession of a Masters Degree in any of the fields above from a recognized University/Institution will be an added advantage.

Applicants should have a minimum of ten (10) years relevant working experience in Government, three (3) of which should have been gained at Principal level in the field of administration in Government or equivalent level of experience from a reputable organization.

DUTIES:-

The incumbent will be responsible to the Chief Administrative Officer for performing the duties:-

- Deputizing the Chief Administrative Officer in managing and coordinating the implementation of Government and Council policies and laws.
- Ensuring that administrative support services are provided to Council and the technical Departments.
- Initiating and formulating District Policies and ordinances/by-laws in liaison with other Heads of Department.
- Coordinating the proper management of Human Resources in the District Local Government.
- Managing the proper utilization and accountability of the public funds, resources and assets of the District Local Government.
- Supervising all personal activities and programmes of the Department of management services.
- Providing support and guidance to the technical Departments on matters related to administration and service delivery.
- Managing the safe custody and proper management of Council records and assets.
- Supervising the maintenance and ensure the safe custody of Council property and records.
- Any other duties as may be assigned from time to time.

POST: COMMISSIONER, URBAN INSPECTION (01 VACANCY)
REF: HRM 55/70/01 [102]
SALARY: UGANDA GOVERNMENT SCALE U1SE
AGE: 35 YEARS AND ABOVE

MINIMUM QUALIFICATIONS AND WORKING EXPERIENCE:

Applicants should be Ugandans holding an Honors Bachelor’s Degree in Social Sciences or Business Administration or Development Studies or Commerce or Urban Administration or Management or Law plus a minimum of a Post Graduate Diploma in Urban Administration or Public Administration and/or Development Studies from a recognized University/ Institution.

Applicants should have at least ten [10] years relevant working experience in Urban Inspection, three [3] of which should have been gained at the level of Assistant Commissioner in Government or equivalent level of experience from a reputable organization.

DUTIES:
The incumbent will be responsible to the Director, Local Government Inspection for performing the following duties:-
• Overall in charge of the Department of Urban Inspection
• Monitoring financial management standards in Urban Local Governments
• Preparing inspection and monitoring programmes
• Ensuring that Urban Local Governments implement the established policies in accordance with the given guidelines
• Checking on special projects in Urban Local Governments and determining their progress and assessing the attainment of value for money.
• Any other duties as may be assigned from time to time.

POST: PRINCIPAL INSPECTOR, DISTRICT (03 VACANCIES)

REF: HRM 55/70/01 [103]

SALARY: UGANDA GOVERNMENT SCALE U2

AGE: 30 YEARS AND ABOVE

MINIMUM QUALIFICATIONS AND WORKING EXPERIENCE:
Applicants should be Ugandans holding an Honors Bachelor’s Degree in either Social Sciences or Business Administration or Commerce or Economics or Statistics, Management or full professional Accounting qualifications such as CPA, ACCA, CIMA or equivalent qualification plus a minimum of a Post Graduate Diploma in Public Administration or Local Government or Financial Management from a recognized University/ Institution.

Applicants should have at least six (6) years relevant working experience in Urban Inspection, three [3] of which should have been gained at the level of Senior Inspector or Senior Finance Officer or Senior Accountant in Government or equivalent level of experience from a reputable organization.

DUTIES:
The incumbent will be responsible to the Assistant Commissioner District Inspection for performing the following duties:-

- Responsible for drawing work plans and budgets for District Inspection Programme in consultation with Assistant Commissioner District Inspection.
- Inspecting Districts and Sub-Counties in liaison with Assistant Commissioner, District Inspection.
- Tendering advice on taxation matters;
- Analyzing and tendering advice on reports of Auditor General, IGG Districts Public Accounts Committee, Contracts Committee and District Service Commission;
- Participating in evaluation for the creation of new Local Governments Inspection Projects in the Local Governments to determine their progress and assess their value for money;
- Participating in training programmes;
- Any other duties as may be assigned from time to time.
POST: PRINCIPAL INSPECTOR, URBAN (01 VACANCY)
REF: HRM 55/70/01 [104]
SALARY: UGANDA GOVERNMENT SCALE U2
AGE: 30 YEARS AND ABOVE

MINIMUM QUALIFICATIONS AND WORKING EXPERIENCE:
Applicants should be Ugandans holding an Honors Bachelor’s Degree in either Social Sciences or Business Administration or Commerce or Economics or Statistics, Management or full professional Accounting qualifications such as CPA, ACCA, CIMA or equivalent qualification plus a minimum of a Post Graduate Diploma in Public Administration or Local Government or Financial Management from a recognized University/ Institution.

Applicants should have at least six (6) years relevant working experience in Urban Inspection, three [3] of which should have been gained at the level of Senior Inspector or Senior Finance Officer or Senior Accountant in Government or equivalent level of experience from a reputable organization.

DUTIES:
The incumbent will be responsible to the Assistant Commissioner Urban Inspection for performing the following duties:-

- Responsible for drawing work plans and budgets for Urban Inspection Programme in consultation with the Assistant Commissioner Urban Inspection;
- Inspecting Urban Councils in liaison with AC/Urban Inspection;
- Tendering advice on taxation matters on reports to Auditor General, IGG, District Public Accounts Committee, Contracts Committee and District Service Commission;
- Participating in evaluation for the creation of new Local Governments,
- Inspection of Projects in Local Governments to determine their progress and assess their value for money
- Participating in training programmes;
- Participating in Central Government and Donor funded programs being implemented in Local Governments;
- Consolidating inspector’s reports for the Urban Councils on monthly, quarterly and annual basis;
- Any other duties as may be assigned from time to time.

POST: PRINCIPAL URBAN OFFICER (01 VACANCY)
REF: HRM 55/70/01 [105]
SALARY: UGANDA GOVERNMENT SCALE U2
AGE: 30 YEARS AND ABOVE

MINIMUM QUALIFICATIONS AND WORKING EXPERIENCE:
Applicants should be Ugandans holding an Honors Bachelor’s Degree in either Urban Planning/Management or Social Sciences or Development Studies or Business Administration or Commerce or Economics or Statistics, or full professional Accounting qualifications such as CPA, ACCA, CIMA or equivalent qualification plus a minimum of a Post Graduate Diploma in Public
Administration or Local Government or Financial Management from a recognized University/Institution.

Applicants should have at least six (6) years relevant working experience in Urban Inspection, three [3] of which should have been gained at the level of Senior Urban Officer in Government or equivalent level of experience from a reputable organization. He/She should be willing to travel across the country.

DUTIES:

The incumbent will be responsible to the Assistant Commissioner Urban Inspection for performing the following duties:-

- Designing and implementing training programmes in Urban Local Governments;
- Preparing departmental budgets and work plans;
- Organizing and conducting field inspections and supervision;
- Preparing departmental reports;
- Analyzing and sending back quarterly reports for Urban Local Governments;
- Providing technical advice to Urban Local Governments;
- Evaluating the performance of Urban Local Governments;
- Sensitizing Urban Local Government staff on new Government policies and programmes;
- Ensuring Urban Local Governments conform to National Laws, Policies and Regulations;
- Mentoring staff in Urban Local Governments;
- Conducting technical studies and analysis in creating Urban Local Governments;
- Providing technical support and guidance to Urban Councils;
- Any other duties as may be assigned from time to time.

POST: SENIOR INSPECTOR, DISTRICT (01 VACANCY)

REF: HRM 55/70/01 [106]

SALARY: UGANDA GOVERNMENT SCALE U3

AGE: 30 YEARS AND ABOVE

MINIMUM QUALIFICATIONS AND WORKING EXPERIENCE:

Applicants should be Ugandans holding an Honors Bachelor’s Degree in Social Sciences or Business Administration or Commerce or Economics or Statistics, Management or professional Accounting qualifications such as CPA, ACCA, CIMA (Minimum Level II) or equivalent qualification from a recognized University/Institution. Possession of a Post Graduate Diploma in Public Administration or Local Government or Financial Management will be an added advantage.

Applicants should have at least three (3) years relevant working experience in Urban Inspection, which should have been gained at the level of Inspector or Finance Officer or Accountant in Government or equivalent level of experience from a reputable organization. He/She should be acquainted with Uganda’s Local Government operations and willing to travel across the country.
DUTIES:
The incumbent will be responsible to the Principal District Inspection for performing the following duties:-

- Inspecting and monitoring financial management standards in local governments;
- Tendering advice to Local Governments as per laid down laws and regulations;
- Following up local governments contracts;
- Preparing monthly, quarterly and annual inspection and monitoring reports of Local Governments;
- Advising Local Governments and other authorities where corrective action should be taken;
- Participating in development investment of Local Governments Donors and those being handled in the Ministry of Local Government;
- Supporting inspection and monitoring of projects to assess their attainment of value for money;
- Participating in training programmes;
- Any other duties as may be assigned from time to time.

MINISTRY: EDUCATION, SPORTS, SCIENCE AND TECHNOLOGY

POST: ASSISTANT COMMISSIONER, STATISTICS, MONITORING AND EVALUATION (01 VACANCY)

REF. HRM 48/272/01 Vol.3 [107]

SALARY: UGANDA GOVERNMENT SCALE-U1E

AGE: 30 YEARS AND ABOVE

MINIMUM ACADEMIC QUALIFICATIONS AND WORKING EXPERIENCE:
Applicants should be Ugandans holding an Honours Bachelors Degree in Statistics or Monitoring and Evaluation or any other related discipline plus a minimum of a Post Graduate Diploma in Monitoring and Evaluation or related field from a recognized University/Institution. Possession of a Masters Degree in Statistics, Economics, Education Planning, Business Administration or the equivalent from a recognized Institution will be an added advantage.

Applicants should have a minimum of nine (9) years relevant working experience three (3) of which should have been acquired at Principal Level in Government or equivalent level of experience from a reputable organization.

DUTIES:-
The incumbent will be responsible to the Commissioner, Education Planning and Policy Analysis for performing the following duties:-

- Heading the Statistics, Monitoring and Evaluation Division;
- Managing the Education Management Information System (EMIS) that supports education, training, planning, monitoring and evaluation;
- Supervising the design of training programme for district officials in M&E;
- Designing and implementing the information system for education planning, management, monitoring and evaluation;
- Conducting regular evaluation and monitoring of educational plans, projects and programmes in liaison with other departments, agencies and stakeholders;
- Planning and executing the Annual Education Censuses and Surveys on schools, institutions and tertiary institutions;
- Supervising the design of training programmes for district officials in the use, collection, and data processing and dissemination of education statistical information and data;
- Supervising, monitoring of learning achievements of pupils assessments;
- Coordinating research and evaluation of policy studies;
- Any other duties as may be assigned from time to time.

POST: ASSISTANT COMMISSIONER, POLICY ANALYSIS (01 VACANCY)

SALARY: UGANDA GOVERNMENT SCALE-U1E

AGE: 30 YEARS AND ABOVE

MINIMUM ACADEMIC QUALIFICATIONS:
Applicants should be Ugandans holding an Honours Bachelors Degree in Economics or Business Administration or Public Policy or Social Sciences any other relevant Degree in the field of Public Policy plus a minimum of a Post Graduate Diploma in Public Administration or Economics or any other relevant equivalent Postgraduate qualification in the field of Public Policy from a recognized University/Institution. Possession of a Masters Degree in Economics or Public Policy or Business Administration or any other relevant qualification in the field of Public Policy from a recognized Institution will be an added advantage.

Applicants should have a minimum of nine (9) years relevant working experience three (3) of which should have been acquired at Principal Level in Government or equivalent level of experience from a reputable organization.

DUTIES:-
The incumbent will be responsible to the Commissioner, Education Planning and Policy Analysis for performing the following duties:-

- Carrying out analysis of the socio-economic and policy issues and tender technical advice to the sector for the development of appropriate policies for sustainable development of education, training and sports in accordance with the PEAP objectives and Millennium Development Goals;
- Developing analytical strategic options and guidelines pertaining to the promotion and enforcement of education, training and sports in collaboration with the East African Community Countries;
- Carrying out research on issues related to Education, Training and Sports before policy formulation and render advice that will ensure that the Country’s Education and Training system/services, promote interests of the development goals and remain competitive in the global market;
- Monitoring and evaluating the success of policy implementation and give appropriate recommendations for evidence based approaches;
- Providing strategic advice to the Ministry managers on desirable policies that enable proper development and their reviews;
- Assess, advise on and develop policy that are in line with other cross-sectoral policy matters to ensure consistency;
- Carrying out research and analyse issues for education, training and sports plans so as to adopt the most optimal alternative;
- Initiating, formulating and managing recurrent and development budget polices for the Education and Sports Sector;
- Providing technical support on planning activities, budgets preparations and the overall budget framework of the Ministry;
- Liaising with the human resource management department to carry out manpower planning and development;
- Coordinating Sectoral and External aid activities to the Sector
- Any other duties as may be assigned from time to time.

MINISTRY:  FINANCE, PLANNING AND ECONOMIC DEVELOPMENT

POST:  PRINCIPAL INTERNAL AUDITOR (05 VACANCIES)
REF:  HRM 50/70/01 (Vol. XXI)  [109]
SALARY:  UGANDA GOVERNMENT SCALE U2
AGE:  28 YEARS AND ABOVE

MINIMUM QUALIFICATIONS AND WORKING EXPERIENCE

Applicants should be Ugandans holding an Honours Bachelor’s Degree in Finance and Accounting or B.Com (Audit/Accounting Option) or BBA/Studies (Audit/Accounting Option) plus full Professional qualifications in Accounting like ACCA or CPA or CIMA or equivalent professional qualification in Accountancy obtained from a recognised awarding Institution affiliated to IFAC. A Post Graduate qualification in relevant disciplines like administration or management field obtained from recognized awarding institutions.

Professional qualification in Internal Audit, like Certified Internal Auditor (CIA), Certified Information Audit (CISA), or equivalent professional qualification in Internal Audit is an added advantage.

Applicants should have a minimum of six (6) years relevant working experience three (3) of which should have been served at Senior level as an Internal Auditor in Government or an equivalent level of experience in internal audit from a reputable organisation.
DUTIES

The incumbent will be responsible to the Assistant Commissioner Internal Auditor for performing the following duties:-

- Coordinating and reviewing audit plans and programs based on risk profile of an organisation;
- Ensuring compliance to rules and regulations in all audit engagements;
- Guiding, directing and supervising audit execution;
- Reviewing and issuing internal audit reports
- Coordinating internal audit activities with Audit Committees and other relevant stakeholders;
- Assessing implementation of audit recommendations
- Appraising and developing internal audit staff;
- Any other duties as be assigned from time to time.

POST: SENIOR INTERNAL AUDITOR (05 VACANCIES)
REF: HRM 50/70/01 (Vol. XXI) [110]
SALARY: UGANDA GOVERNMENT SCALE U3
AGE: 25 YEARS AND ABOVE

MINIMUM QUALIFICATIONS AND WORKING EXPERIENCE

Applicants should be Ugandans holding an Honours Bachelor’s Degree in Finance and Accounting or B.Com (Audit/Accounting Option) or BBA/Studies (Audit/Accounting Option) plus full Professional qualifications in Accounting like ACCA or CPA or CIMA or equivalent professional qualification in Accountancy obtained from a recognised awarding Institution affiliated to IFAC.

Professional qualification in Internal Audit, like Certified Internal Auditor (CIA), Certified Information Audit (CISA), or equivalent professional qualification in Internal Audit is an added advantage.

Applicants should have a minimum of three (3) years relevant working experience as an Internal Auditor in Government or an equivalent level of experience in internal audit from a reputable organisation.

DUTIES

The incumbent will be responsible to the Principal Internal Auditor for performing the following duties:-

- Evaluating internal audit controls to assess level of audit risks and the appropriateness of risk management policies and procedures;
- Participating in preparation of audit plan
- Monitoring execution of audit programs including financial performance and special audits;
- Reviewing work papers and documentation;
- Drafting audit findings and conclusions
- Compiling audit findings for discussion with management;
- Any other duties as be assigned from time to time.
MINISTRY: AGRICULTURE, ANIMAL INDUSTRY AND FISHERIES

POST: COMMISSIONER CROP PROTECTION (01 VACANCY)
REF: HRM 46/272/01 Vol.3 [111]

SALARY: UGANDA GOVERNMENT SCALE U1SE

AGE: 35 YEARS AND ABOVE

MINIMUM QUALIFICATIONS AND WORKING EXPERIENCE

Applicants should be Ugandans holding an Honours Bachelors Degree in Agriculture or related Science discipline from a recognised University/Institution plus a Masters Degree in Crop Protection, Crop Disease Management, Crop Science discipline or related Agricultural field from a recognized Institution.

Applicants should have at least ten (10) years relevant working experience three (3) of which should have been served at the level of Assistant Commissioner in Government or equivalent level of experience from a reputable Organisation.

DUTIES:
The incumbent will be responsible to Director Crop Resources for performing the following duties:-

- Providing technical guidance in the formulation, reviewing and implementation of policies, legislations, standards, plans and strategies for controlling the spread of crop pests and diseases countrywide;
- Conducting field and laboratory investigations of crop pests and disease outbreak;
- Controlling of crop pests and disease;
- Monitoring outbreaks and prevalence of crop pests and diseases in the country and including neighboring countries;
- Conducting surveillance, collection, collation and dissemination of epidemiological data;
- Providing technical guiding to MAAIF, Local Governments and other stakeholders on crop pests and diseases control strategy;
- Establishing and operationalizing collaborative mechanisms with research and other organizations nationally regionally and internationally on crop pests and diseases surveillance and control;
- Managing the provision and monitoring availability and use of major agricultural chemicals;
- Any other duties as may be assigned from time to time.
**POST** : COMMISSIONER CROP INSPECTION AND CERTIFICATION  
(01 VACANCY)  
**REF:** HRM 46/272/01 Vol.3  
**SALARY** : UGANDA GOVERNMENT SCALE U1SE  
**AGE** : 35 YEARS AND ABOVE  

**MINIMUM QUALIFICATIONS AND WORKING EXPERIENCE**

Applicants should be Ugandans holding an Honours Bachelors Degree in Agriculture or related Science discipline from a recognised University/Institution plus a Masters Degree in Crop Protection, Crop Disease Management, Crop Science discipline or related Agricultural field from a recognized Institution.

Applicants should have at least ten (10) years relevant working experience three (3) of which should have been served at the level of Assistant Commissioner in Government or equivalent level of experience from a reputable Organisation.

**DUTIES:**

The incumbent will be responsible to Director Crop Resources for performing the following duties:-

- Providing technical guidance in the formulation, reviewing and implementation of policies, legislations, standards, strategies and plans for inspection and certification of plants/plant productions, seeds and agrochemicals;
- Enforcing legislation, regulations and standards on plants/plant products (Phytosanitary), seeds and agrochemicals;
- Creating awareness on phytosanitary, seeds and agrochemicals legislation and regulations;
- Establishing, maintaining and operationalizing plant quarantine facilities, seed and agrochemical analytical laboratories;
- Establishing and operationalizing collaborative mechanisms with national and international organizations on technology generation, standard setting, regulation and certification of phytosanitary, seeds and agrochemicals;
- Building capacity of service providers/inspectors on phytosanitary, seeds and agrochemicals inspection and certification;
- Conducting registration and certification of seeds, plant and plant products and agrochemicals;
- Establishing and maintaining database on regulation and certification of seeds, phytosanitary and agrochemicals;
- Training and gazetting Agriculture inspectors;
- Any other duties as may be assigned from time to time.
POST: ASSISTANT COMMISSIONER, POLICY ANALYSIS (01 VACANCY)

REF. HRM 48/272/01 Vol.3 [113]

SALARY: UGANDA GOVERNMENT SCALE-U1E

AGE: 30 YEARS AND ABOVE

MINIMUM ACADEMIC QUALIFICATIONS AND WORKING EXPERIENCE:

Applicants should be Ugandans holding an Honours Bachelors Degree in Economics or Public Policy or Business Administration or Social Sciences or any other relevant Degree in Public Policy plus a minimum of a Post Graduate Diploma in Public Administration or Economics or any other relevant equivalent Postgraduate qualification in the field of Public Policy from a recognized University/Institution. Possession of a Masters Degree in Economics or Business Administration or Public Policy or the equivalent from a recognized Institution will be an added advantage.

Applicants should have a minimum of nine (9) years relevant working experience three (3) of which should have been acquired at Principal Level in Government or equivalent level of experience from a reputable organization.

DUTIES:-
The incumbent will be responsible to the Commissioner, Agricultural Planning for performing the following duties:-

- Guiding the preparation and development of policies;
- Analyzing the production and socio-economic conditions affecting on-farm and agro-industry operation;
- Guiding the preparation of in-house MAAIF policy documents including draft Cabinet memorandum and the annual sector policy statements;
- Establishing and operationalizing collaborative mechanisms with national,. Regional and international institutions, organizations on agricultural policy;
- Harmonizing agricultural sector policies and strategies and with regional and international policies and strategies;
- Building the capacity of MAAIF, District Local Governments and other stakeholders in agricultural policy formulation;
- Any other duties as may be assigned from time to time.
MINISTRY:    PUBLIC SERVICE COMMISSION

POST:    SENIOR SELECTION SYSTEMS DEVELOPMENT OFFICER  ( 01 VACANCY)
        REF: HRM 179/272/01  [114]

SALARY:    UGANDA GOVERNMENT SCALE - U3

AGE:    25 YEARS AND ABOVE

MINIMUM ACADEMIC QUALIFICATIONS AND WORKING EXPERIENCE

Applicants should be Ugandans holding an Honours Bachelor’s Degree in any of the following disciplines: Human Resource Management/Personnel Management or Arts or Social Sciences with Human Resource Management/Personnel Management as a subject or Social Work and Social Administration or Education or Commerce (Management Option) or Business Administration (Management Option) or Business Studies or Literature in English or any Bachelor’s Degree with either Mathematics or Philosophy or Psychology or Logic as a subject plus knowledge in competence analysis.

Applicants should have a minimum of three (3) years working experience in Human Resource Management or Human Resource Development or Research or administration of Personnel Selection Systems in Government or equivalent level of experience from a reputable Institution/Organization.

DUTIES:

The incumbent will be responsible to the Principal Selection Systems Development Officer for performing the following duties:-

  - Preparing and administering tools for Departmental research and compiling findings.
  - Conducting item analysis and general test performance for aptitude tests.
  - Conducting competence analysis and compiling a record of critical competence areas for each job family.
  - Maintaining a record of critical success factors for jobs in Scales U5-U8.
  - Preparing test administration materials and test centres.
  - Maintaining Departmental database /records of all activities and compile departmental operational reports.
  - Taking note of requests for departmental technical support, draw the attention of the action officer and liaise with end users for necessary action.