



MINISTRY OF WATER AND ENVIRONMENT

VACANCY ANNOUNCEMENT

Background

The Government of Uganda through the Ministry of Water and Environment is implementing Project 1398(WfPRC-W) aimed at delivering development and utilisation of water for production resource in south Western Uganda. The project area includes 31 Districts covering Kigezi, Ankole, Toro, and Lower Central Sub regions, and is in its 6th year of operation.

The project deliverables include construction of open surface reservoirs, construction of irrigation schemes, establishment of sustainable management structures and monitoring/evaluation of project activities.

Water for Production Regional Centre West further provides support to the world Bank funded Irrigation for Climate Resilience Project through construction of Irrigation Schemes of Kabuyanda in Isingiro District and Matanda in Kanungu District among others. This is in addition to the implementation of BADEA and Nexus green projects in the coming years to meet the growing demand for Water for Production Facilities. Considering the nature and urgency of the preconstruction activities of these upcoming projects, it is imperative that more staff is urgently brought on board to support the above projects to ensure their timely implementation.

Application procedure

All applications should be accompanied with recent (3) passport size photographs and CVs detailing work experience, present position, current remuneration, professional and educational qualifications.

Applicants must also include contact details (telephone and email) of three (3) referees and

Application should be addressed to the Permanent Secretary, Ministry of Water and Environment, Old Port bell Road, Luzira P.O Box 20026, Kampala and should be delivered to the Ministry Registry not later than **23rd September 2022**.

For further details please refer to the website: www.mwe.go.ug

The following are the positions to be filled;

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1. **JOB TITLE:** Engineer, Water for Production
Salary Scale: U4 (Sc)
Vacancies: 2(two)

Terms of Appointment: Contract (Renewable subject to satisfactory performance)

Duties.

- i. Assist in the Improvement of functionality of Water for Production facilities through the establishment of a sustainable Operation & Maintenance framework.
- ii. Assisting in planning, design, water infrastructures and systems for production uses in agricultural, industries, energy and other uses.
- iii. Supporting the Construction and operation and maintenance of water infrastructures and systems for production uses in agricultural, industries, energy and other uses.
- iv. Supporting the Construction of dams and valley tanks to increase livestock production and productivity
- v. Supporting the Construction of irrigation schemes to increase crop production and productivity
- vi. Facilitating the Construction of bulk water systems for multipurpose use

Qualification:

An honors degree in either Civil, Mechanical or Agricultural Engineering from a recognized institution.

2. **JOB TITLE:** Assistant engineering officer
Salary Scale: U5 (Sc)
Vacancies: 4(four)

Terms of Appointment: Contract (Renewable subject to satisfactory performance)

Duties.

- i. Assist in the Improvement of functionality of Water for Production facilities through the establishment of a sustainable Operation & Maintenance framework.
- ii. Assisting in planning, design, water infrastructures and systems for production uses in agricultural, industries, energy and other uses.
- iii. Supporting the Construction and operation and maintenance of water infrastructures and systems for production uses in agricultural, industries, energy and other uses.
- iv. Supporting the Construction of dams and valley tanks to increase livestock production and productivity



- v. Supporting the Construction of irrigation schemes to increase crop production and productivity
- Vi. Assist in Facilitating the Construction of bulk water systems for multipurpose use

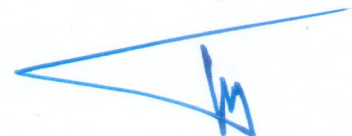
Qualification:

- a) Should hold a Higher Diploma in Civil Engineering from a recognized institution.
- b) Certificate in Water and Sanitation from a recognized institution is added advantage.

- 3. Job Title: Sociologist**
Salary scale: U4
Vacancies: 3(three)
Terms of Appointment: Contract (Renewable subject to satisfactory performance)

Duties:

- i. Formulating and reviewing policies and guidelines on community mobilization in the water sector.
- ii. Providing technical advice and supervising Local Government Personnel and Private Sector actors engaged in community mobilization activities.
- iv. Networking with relevant stakeholders (Ministries of Health, Gender, Labour & Social Development, Education & Sports, NGOs, Private and others) in monitoring the use of Information, Education and Communication (IEC) materials and impact tracking.
- v. Monitoring, evaluating and regulating the implementation of community mobilization and integration of gender strategy in water sector activities.
- vi. Planning, budgeting and implementing all social and gender mainstreaming activities in the Directorate.
- vii. Documenting reform and software experiences learnt in the sector for use in decision making subsequent.
- viii. Coordinating and supporting other sociologists in the Directorate and Technical Support Units (TSUs).
- ix. Participating in networking and management of the Directorate.
- x. Supervision of sociologists assigned in the Department and the Directorate



- xi. Designing of terms of reference for outsourcing social and gender related services at central level,
- xii. Ensuring integration of gender issues in all sub-sector component programmes,
- xiii. Any other duties as may be assigned from time to time.

Qualification:

- i. An honors Bachelors' Degree in Social Sciences majoring in Sociology as a subject.

- 4. Job Title: IT OFFICER**
Salary Scale: U4
Vacancies: 1(one)
Terms of Appointment: Contract (Renewable subject to satisfactory performance)

Duties:

1. Providing for efficient database design and database implementation
2. Maintaining central database structures and administering access rights
3. Advising on the use of centralized and distributed databases
4. Maintaining the integrity and protection of Database systems
5. Providing technical guidelines and assistance to staff and other stakeholders on Database matters
6. Testing potential Software and advice on its application

Qualification:

- An Honors Bachelor's Degree in Information Technology or Library or Bachelor of Science Information Science/System or statistics, mathematics/Physics/Electrical/Electronic from recognized University/Institution.

5. JOB TITLE: ACCOUNTS ASSISTANT

Salary Scale: (U7)

Vacancies: 1(one)

Terms of Appointment: Contract (Renewable subject to satisfactory performance)

Duties

1. Receive and receipt payments into the Ministry Accounts.



2. Post all payments, receipts and invoices into the Ministry books of accounts and computerized programs.
3. Prepare payment vouchers and checking that in process vouchers are verified and authorized.
4. Ensure that payment vouchers are supported by required attachments e.g. GRN, invoices, timetable etc.
5. File vouchers and ensure that they are kept safely.
6. Initiate local purchase orders in line with Ministry procedures.
7. Maintain the petty cash and imprest system.
8. Receive and receipt all revenues into the Ministry books.
9. Issue acknowledgement receipts for all revenues received on behalf of the Ministry.
10. Prepare bank reconciliation statements.
11. Perform other accounting and financial functions as may be assigned by the supervisor.

Qualification

- i. A minimum of a Diploma in Business Administration with a bias in Accounting or equivalent
- ii. Should be proficient in using word processing, spreadsheet as well as computerized accounting systems software.
- iii. Should have two years relevant experience from a recognized institution.



Alfred Okot Okidi

PERMANENT SECRETARY