



THE REPUBLIC OF UGANDA

PUBLIC SERVICE COMMISSION

Applications are invited from suitably qualified Ugandans to fill the following vacant posts. Applications should be submitted in triplicate on Public Service Form No. 3 (2008) to the Secretary, Public Service Commission, P. O. Box 7080, Kampala to be received not later than **27th May 2013, except for the post of State Attorney.**

The application forms are obtainable from the Public Service Commission Office, 2nd Floor, Farmers, House, Parliament Avenue, Kampala, Ministry/Department Headquarters and District Service Commission Offices. Hand written applications are also acceptable. The detailed duties as well as the competencies of each post can be accessed from the Public Service Commission Website on www.psc.go.ug.

Applications should bear the title of the post applied for as well as the reference number specified against the vacancy.

Applicants are free to apply for a maximum of two Posts.

Applicants should attach three sets of certified photocopies of their certificates and testimonials, plus three recent certified passport size photographs.

Those already in Government Service should route their applications through their Heads of Department who should be informed of the closing date to avoid delay. Serving officers may submit an advance a copy of the application directly to the Public Service Commission to enable the Commission to carry out preliminary work on the applications. Applicants who shall not hear from the Public Service Commission on completion of the selection exercise should consider themselves unsuccessful.

MINISTRY: KAMPALA CAPITAL CITY AUTHORITY (KCCA PHASE – 5)
POST: DEPUTY DIRECTOR PREVENTIVE SERVICES (01 VACANCY)
REF DSC 15/70/01 [01]
SALARY SCALE: UGANDA GOVERNMENT SCALE -KCCA 4
AGE: 35 YEARS AND ABOVE

MINIMUM QUALIFICATIONS AND WORKING EXPERIENCE

Applicants should be Ugandans holding an Honours Bachelor's Degree in Environmental Sciences, Environmental Health, Environmental Engineering, Ecology, physical sciences plus a

Master's Degree in Public Health, Health Services Management, Environmental management, or its equivalent qualification in Public Health or environment management from recognized Institution.

Applicants should have a minimum of Nine (9) years' experience in Environmental, Public health or Sanitation management three (3) years of which should have served at the level of Assistant Commissioner or Assistant head of department in Government or equivalent level of experience from a reputable organization.

He or she should have the following key Technical skills and Behavioral competences;

Technical Skills

- Environmental management policy formulation
- Sanitation and solid waste management
- Project Planning and Management
- Monitoring & Evaluation
- Health inspection and education/promotion
- Research management
- Grants management;
- Planning and budgeting

Behavioral Competencies

- Effective communication
- Team working
- Networking
- Leadership

DUTIES

The incumbent will be responsible to the director Public Health and environment Management for performing the following duties;

- Developing and monitoring implementation of Public health and environment policies, annual and strategic work plans in accordance with National policies and KCCA strategic plan.
- Coordinating development and monitoring implementation of environment and wetland protection policies and plans.
- Identifying potential funding opportunities and spearheading the process of writing proposals for grants for funding environment, sanitation services, solid waste management, public health inspection and health education projects in the city
- Liaising with other stakeholders and development partners in formulating Public Health and Environment programs and projects in the Authority.
- Designing and promoting effective partnerships between KCCA and private sector in investment and management of solid waste, Health education, environment and sanitation services.
- Coordinating resource requisitions and utility as well as preparation and submission of accountabilities as per the financial and accounting procedures.

- Overseeing the design, development and implementation of community sanitation projects and sensitization programs on water, sanitation and solid waste management.
- Managing performance of staff in accordance with the KCCA performance management guidelines.
- Any other duties as may be assigned from time to time

POST: **DIVISION SOLID WASTE MANAGEMENT OFFICER (02 VACANCIES)**
REF DSC 15/70/01[02]

SALARY SCALE: **UGANDA GOVERNMENT SCALE – KCCA 7**

AGE: **25 YEARS AND ABOVE**

MINIMUM QUALIFICATION AND WORKING EXPERIENCE:

Applicants should be Ugandans holding Honors Bachelor's Degree in Environmental Sciences/Environmental Engineering or related qualification in the field of Solid Waste Management from a recognized University/ Institution.

Applicants should have at least Two (2) Years relevant working experience at Officer level in Government or equivalent level of experience from a reputable organization.

He/she should have the following Key Technical skills and behavioral competences

Technical Knowledge

- Solid waste management
- Data collection
- Monitoring and evaluation
- Research

Behavioral competencies

- Communication
- Teamwork

DUTIES:-

The incumbent will be responsible to the immediate line supervisor for performing the following duties;

- Preparing waste management plans and budgets for the Divisions in line with the Authority objectives
- Providing accountabilities for allocated resources to manage solid waste in the Division in line with the Authority objectives
- Implementing Division waste management programs in line with set plans and targets.
- Capturing and documenting information used in monitoring and evaluation of waste management programmes.
- Collecting, compiling and submitting data on solid waste management in the Divisions.
- Developing project proposals for waste management in Kampala.

- Conducting solid waste management education, promotion and public awareness campaigns.
- Participate in research leading to improvement in solid waste management in the city
- Any other duties as may be assigned from time to time.

**POST: DIVISION ENVIRONMENTAL MANAGEMENT OFFICER (1 VACANCY)
REF. DSC 15/70/01[03]**

SALARY SCALE: UGANDA GOVERNMENT SCALE-KCCA 7

AGE: 25 YEARS AND ABOVE

MINIMUM QUALIFICATION AND WORKING EXPERIENCE:

Applicants should be Ugandans holding Honors Bachelor's Degree in Environmental Science, Botany, Zoology, Forestry or any other related Honors degree in the field of environment Management from a recognized University

Applicants should have a minimum of 2 years of relevant working experience at Officer Level in Government or equivalent level of experience from a reputable organization.

He/she should have the following Key Technical skills and behavioral competences

Technical Knowledge

- Environmental management
- Environmental laws and ordinances
- Monitoring and evaluation
- Research

Behavioral competences

- Communication
- Teamwork

DUTIES:-

The incumbent will be responsible to the immediate line supervisor for performing the following duties:-

- Preparing Division plans and budgets for environmental management activities as per the Authority Objectives
- Implementing environment management programs in the Division as per set plans and targets
- Capturing and documenting information to be used in monitoring and evaluating of environment management programmes.

- Conducting environment impact assessments and making appropriate recommendations on proposed projects.
- Implementing programmes for creating public awareness and promoting participation in environmental management activities.
- Carrying out environmental audits, research and recommend appropriate action.
- Enforcing compliance to environment laws governing erosion and sediment control, solid waste, pollution, wetlands etc. as well as other additional environmental ordinances.
- Liaise with private and public environment organizations in the implementation of environment management programs line with environmental monitoring tools and statutory guidelines.
- Maintaining the environmental management information system in line with established requirements.
- Preparing accountabilities for allocated resources.
- Preparing and submitting regular Divisional environmental management reports as per set guidelines.
- Participating in developing project proposals for funding on environmental issues
- Any other duties as may be assigned from time to time.

POST: DIVISION PREVENTIVE SERVICES AND EDUCATION OFFICER (03 VACANCIES)

REF. DSC 15/70/01[04]

SALARY SCALE: UGANDA GOVERNMENT SCALE –KCCA 7

AGE: 25 YEARS AND AOVE

MINIMUM QUALIFICATION AND WORKING EXPERIENCE:

Applicants should be Ugandans holding Honors Bachelor’s Degree in Environmental Health Sciences, environmental Education or related field from a recognized Institution; a postgraduate training in Public Health, Health Services or Health Promotion will be an added advantage.

Applicants should have at least 2 years of relevant working experience at Officer level in Government or equivalent level of experience from a reputable organization

He/she should have the following Key Technical skills and behavioral competences

Technical Competences

- Preventive Services inspection
- Health education
- Hazardous waste management.
- Environment pollutants analysis
- Cemetery management

Behavioral competencies

- Communication.

- Teamwork

DUTIES:-

The incumbent will be responsible to the supervisor Public Health inspection and Health Education for performing the following duties:-

- Inspecting and evaluating workplace environments, equipment, and practices, to ensure compliance with safety standards and government regulations.
- Inspecting specified areas to ensure the presence of, safety equipment.
- Collaborating with engineers and health workers to institute control and remedial measures for hazardous and potentially hazardous conditions or equipment.
- Collecting samples of dust, gases, vapors, and other potentially toxic materials for analysis.
- Implementing hygiene programs such as noise surveys, continuous atmosphere monitoring, ventilation surveys, and asbestos management plans.
- Investigating accidents to identify causes and establishing preventing strategies.
- Maintaining and updating emergency response plans and procedures.
- Participating in audits at hazardous waste sites or industrial sites, and participating in hazardous waste site investigations.
- Disseminating health education materials in line with Directorate guidelines
- Conducting periodic assessments on community health and determining the health issues to be addressed.
- Conducting safety training and education programs, and demonstrating the use of safety equipment.
- Any other duties as may be assigned from time to time.

POST: DIVISION VETERINARY OFFICER (04 VACANCIES)
REF. DSC 15/70/01[05]
SALARY SCALE: UGANDA GOVERNEMENT SCALE-KCCA 7
AGE: 25 YEARS AND ABOVE

MINIMUM QUALIFICATION AND WORKING EXPERIENCE:

Applicants should be Ugandans holding an Honors Bachelor's Degree in Veterinary Medicine
Applicants should have a minimum of 2 years of relevant working experience at Officer level in Government or equivalent level of experience from a reputable organization.

He/she should have the following Key Technical skills and behavioral competences

Technical competence

- Veterinary services
- Veterinary public health inspections
- Surveillance and disease control

- Monitoring and evaluation
- Report writing

Behavioral Competences.

- Communication
- Team building
- Interpersonal relations

DUTIES:-

The incumbent will be responsible to the Supervisor Veterinary Services for performing the following duties;

- Prepare and implement plans and budgets for the provision of veterinary services at the Division
- Implementing programs for surveillance and control of diseases of veterinary public health importance such as tuberculosis, anthrax, rabies.
- Supporting the monitoring and evaluation of veterinary services programs.
- Carrying out meat inspections in accordance with established standards.
- Implementing of programs for the prevention of animal diseases, epidemics and disasters.
- Enforcing animal related laws in the authority such as Rabies Act, Prevention of through dog population control, vaccination, impounding of stray animals and prosecution of animal abusers.
- Updating veterinary information system at the Division in line with set standards.
- Preparing and submitting periodic progress reports in accordance with set procedures.
- Any other duties as may be assigned from time to time.

POST: CEMETARY ASSISTANT (1 VACANCY)
REF. DSC 15/ 70/ 01[06]
SALARY SCALE: UGANDA GOVERNMENT SCALE- KCCA 9
AGE: 25 YEARS AND ABOVE

MINIMUM QUALIFICATION AND WORKING EXPERIENCE:

The applicants should be Ugandans with a minimum of Advanced Level certificated (A-level certificate) from a recognized Institution. Computer skills will be an added advantage.

He/she should have the following Key Technical skills and behavioral competences

TECHNICAL KNOWLEDGE

- Computer literacy
- Communication skills
- Report writing

BEHAVIORAL COMPETENCIES

- Interpersonal relations
- Teamwork

DUTIES

The incumbent will be responsible to the Division public Health Inspection and Education Officer for performing the following duties;

- Receiving and implementing burial instructions as per set standards
- Ensuring that the cemetery lawns, gardens and landscape are well maintained.
- Maintain an updated records of all bodies buried in the cemetery
- Ensuring compliance with the Public Health Regulations and safety practices
- Overseeing the security of the cemetery
- Any other duties as maybe deemed necessary.

POST: CARTOGRAPHER -TECHNICAL DRAWING (3 VACANCIES)
REF. DSC 15/ 70/ 01[07]
SALARY SCALE: UGANDA GOVERNMENT SCALE- KCCA 8
AGE: 22 YEARS AND ABOVE

MINIMUM QUALIFICATION AND WORKING EXPERIENCE:

The applicants should be Ugandans holding a Diploma in Cartography from a recognized university/institution. A certificate in GIS and specialized training in use of Computer for CAD design programs will be of an added advantage.

Applicants should have a minimum of two 2 years relevant working experience in Cartography in government or equivalent level of relevant experience from a reputable organization.

He/she should have the following Key competences: Proven integrity and confidentiality, oral and written communication, working as part of a team, good interpersonal relations, computer skills

Ability to work and produce accurate results in an environment with multiple and challenging tasks.

DUTIES:-

The incumbent will be responsible to the Supervisor Development Control for performing the following duties:-

- Updating cadastral, topographic maps and physical development schemes
- Collecting , analyzing , interpreting geographical and spatial information from surveys
- Plotting planning schemes on the topographic maps and area development plans
- Plotting surveys on public land on cadastral maps
- Conducting geographical research and compiling data for producing maps

- Designing maps, graphics, illustration and layouts of landscape features
- Designing , maintaining and manipulating Geographical Information databases for landscape features

NB: the closing date for receiving applications regarding the post below (State Attorney) is 13th June 2013)