



THE REPUBLIC OF UGANDA

## MINISTRY OF GENDER, LABOUR & SOCIAL DEVELOPMENT

### JOB ADVERT

The Government of Uganda through the Ministry of Gender, Labour, and Social Development is implementing the Green Jobs and Fair Labour Market Programme (GJP) which aims at enhancing green and decent employment, labour productivity and poverty reduction through:

- i. promotion of green skilling and re-skilling among the educated and uneducated working age population;
- ii. promotion of resource efficiency and social safeguards at workplaces; and
- iii. enhancement of the productivity of the informal sector and SMEs.

The Programme requires additional staff to support the implementation of key outputs. The Ministry of Gender, Labour and Social Development is therefore seeking to recruit four (4) Programme Staff on a short-term contract to support the effective implementation of Programme interventions.

The Ministry, therefore, invites applications from qualified Ugandans to fill vacant positions in the Programme Technical Support Team as specified below:

### JOB DESCRIPTION AND PERSONAL SPECIFICATIONS

- 1. Job Title:** Quality and Productivity Engineer  
**Number of vacancies:** Two (2)  
**Reports to:** National Programme Coordinator  
**Duty Station:** Headquarters (Kampala)  
**Terms:** One-year Contract; renewable based on performance

#### Job Purpose

Support the quality productivity engineering function across all aspects of the Programme, including monitoring and analyzing quality performance, inspecting and testing equipment, to ensure quality specifications are met.

#### Main duties and responsibilities:

- i. Develop business Toolkits and Equipment Catalogue for informal sector businesses and their maintenance plan;

- ii. Develop and implement Toolkits and Equipment Maintenance Plan;
- iii. Work with the skills development and employability team to design and implement Training Programmes for informal sector businesses;
- iv. Identify, evaluate, and recommend changes or improvements in operational process, procedures, and equipment and provide analysis to support these changes;
- v. Assist users of equipment and tools in understanding and establishing baseline performance and work standards for products and services produced in the shelter;
- vi. Develop cost comparisons of alternate processes, parts, tooling, equipment, or systems within Operations;
- vii. Perform cost studies, economic comparisons, and justification analysis through lowering the cost of production by eliminating waste in both manpower and materials;
- viii. Undertake research, develop and implement cost reduction actions;
- ix. Identify opportunities for continuous improvement by reviewing production processes and tooling to identify and implement processes that will reduce cycle times, process variation, defects, set up times, lead times, inventory, or costs;
- x. Undertake productivity assessments;
- xi. Review developments in machinery and manufacturing techniques that will sustain effective and lasting change; and
- xii. Perform any other duties that may be assigned from time to time.

**Qualifications, Skills and Experience:**

- i. Applicants should be Ugandans holding an honours Bachelor's Degree in Mechanical Engineering, Electrical Engineering, Industrial Engineering or related disciplines from a recognized University.
- ii. Master's Degree in the same field is an added advantage.

**Personal Competencies:**

- i. Ability to design, develop, implement and improve integrated systems that included people, materials, information, equipment and cost.
- ii. Capable of performing root cause analysis to determine cause and solutions to various technical issues.
- iii. Product costing knowledge and ability to identify opportunities for cost reduction.
- iv. Design skills, Project Management, Manufacturing Methods and Procedures, Process Improvement, Technical Understanding, Documentation Skills, Safety Management and Supervision

<b>2. Job Title:</b>	<b>Green Integrated Production Engineer</b>
<b>Number of vacancies:</b>	One (1)
<b>Reports to:</b>	National Programme Coordinator
<b>Duty Station:</b>	Headquarters (Kampala)
<b>Terms:</b>	One-year Contract; renewable based on performance

### **Job Purpose**

Coordinate and take lead in the implementation of Climate Smart Integrated Organic Production Skilling and Research Centre Pilot Project interventions at Kampiringisa-Mpigi.

### **Main duties and responsibilities:**

- i. Support the establishment of integrated organic production system. At the primary production, the focus should be on (a) crop production such as vegetables (b) livestock such as pigs, poultry and (c) Aquaculture/Fish etc. At the secondary production, the focus is on the value addition/establishment of processing units to produce organic products such as mangoes juice, orange juice, packed beef, fish, soap, medicinal herbs ect and at the tertiary production, the focus is to develop marketing services such as standardized packaging and product brands, linking international markets for certified organic products, establishment of an agricultural tourist facility, establishment of a Restaurant/Canteen for organic Products etc;
- ii. Establish integrated climate smart production skilling technologies at primary, secondary and tertiary level
- iii. Initiate the adoption of the local scientific authentic technology for value addition and marketing systems
- iv. Undertake mind-set transformation, business skills development and behavioural change of the youth/Juveniles
- v. Carry out research and analysis of integrated organic production technologies to improve the existing organic production and processing techniques;
- vi. Support the design and implementation of customized Training Programmes for Youth, Women and PWDs;
- vii. Develop and implement Youth Mentorship and Training Manual;
- viii. Develop and implement Business Development and Sustainability Strategy and Plan that includes Out-growers Strategy; Organic Manure Business Strategy; and Marketing Strategy and Plan;
- ix. In charge of the planning, designing, testing and adoption of appropriate farm power sources, tools and machinery according to technical specifications in conformance with environmental standards;
- x. Develop and implement Bio-Energy Unit for the Project;
- xi. Develop and implement Pest Control System;
- xii. Facilitate the process of Certification and Accreditation of the UGIP Center Products;
- xiii. In charge of development, installation and maintenance of the project solar powered irrigation system;
- xiv. Undertake monitoring, evaluation and reporting on project activities annually, quarterly, monthly, weekly including stock-taking and situational reports;
- xv. Facilitate maintenance of farm tools and equipment including supervising project staff;

- xvi. Performing any other duties as may be assigned from time to time.

**Qualifications, Skills and Experience:**

- a) Applicants should be Ugandans holding an Honours Bachelor's Degree in Agricultural Engineering from a recognized University.
- b) Applicants should possess a Master's Degree in Agricultural Engineering from a recognized University.

**Personal Competencies:**

- i. High Degree of Ethics and Integrity
- ii. Excellent interpersonal skills
- iii. Good communication and computer Skills
- iv. High degree of innovation, concern for quality, standards technical
- v. Strategic thinking
- vi. Good negotiation skills
- vii. Good team building, innovation and concern for quality and standards.

3. **Job Title: Senior Skills Development, Technology uptake and Innovation Officer**

<b>Number of vacancies:</b>	One (1)
<b>Reports to:</b>	National Programme Coordinator
<b>Duty Station:</b>	Headquarters (Kampala)
<b>Terms:</b>	One-year Contract; renewable based on performance

**Job Purpose**

The incumbent will be responsible for development and implementation of skills development agenda, technology uptake and innovation.

**Main duties and responsibilities:**

- i. Support initiating, developing, implementing and enforcing laws, legislation, standards, strategies and guidelines towards Skills Development, Technology Uptake and Innovation;
- ii. Provide high-level technical and policy advisory services to the Ministry and Social Partners and other stakeholders for designing and delivering innovative, flexible and inclusive learning options, including work-based learning and quality apprenticeships, particularly for women and persons in vulnerable situations, while focusing on meeting the needs of the rural and informal economy and addressing digital, demographic and green transitions;
- iii. Develop integrated strategies that link technical and vocational training to better quality jobs, enterprise productivity and good working conditions, thereby enhancing the social perception of technical and vocational training;
- iv. Provide technical assistance in the development and eventual approval of Competency Standards, Qualification Accreditation Documents, Competency-based curricula, Learning materials and assessment tools for occupations identified in demand in the local market;
- v. Ensure the development of a system to sustain the training, assessment and certification of Trainers, Assessors and Training Managers in the identified industry sectors.
- vi. Develop a system of expanding strategic partnerships with key international networks; industry associations and employers;
- vii. Assessing local demands for skills and services (in different economic sectors including non-farm and off farm) as well as aspirations of the participant poor; including identifying opportunities and key stakeholders for initiating vocational education and skills training, micro-enterprise development;
- viii. Support the establishment and maintenance of green incubation centres and industrial business shelters with common-user facilities for unemployed and under-employed labour force;
- ix. Implementing, monitoring and regulating work-based skilling & life-long learning schemes and providing technical assistance and guidance in skills needs assessment;
- x. Promoting research, creativity and invention under the Programme;

- xi. Implementing programs for strengthening partnerships and networks with regional and international organizations on matters related to Skills Development, Technology Uptake and Innovation in the world of work;
- xii. Training and sensitizing employers and workers on skills development;
- xiii. Promoting Technology uptake and innovation in the world of work;
- xiv. Overseeing the Unit personnel activities including supervising of team members, training, mentoring and appraisal of junior staff including ensuring proper and timely accountability for all resources under the Unit;
- xv. Any other duties as may be assigned from time to time.

### **Qualifications, Skills and Experience:**

- a) Applicants should be Ugandans holding an Honours Bachelor's Degree in Economics or Statistics from a recognized Institution.
- b) Applicant should possess a Masters' degree in Economics or Statistics from a recognized Institution.
- c) Possess three years relevant work experience

### **Personal Competencies:**

- i. High Degree of Ethics and Integrity
- ii. Excellent interpersonal skills
- iii. Good communication and computer Skills
- iv. High degree of innovation concern for quality, standards technical
- v. Strategic thinking
- vi. Good negotiation skills
- vii. Good team building, innovation and concern for quality and standards.

### **APPLICATION PROCEDURE:**

Those who are interested and meet the requirements please apply to the Permanent Secretary Ministry of Gender, Labour & Social Development and hand-deliver your applications to Security Registry, 2<sup>nd</sup> Floor, Gender and Labour House by **Friday, 30<sup>th</sup> September 2022 at 5:00 pm.**

The application letters should be accompanied by a detailed CV, names and addresses of three references along with the relevant certified copies of academic transcripts, certificates, email addresses and daytime telephone contact.

Only shortlisted candidates will be contacted for interviews. Should you not hear from us after 2 weeks of the closing date for submissions, consider your application unsuccessful.