



NATIONAL WATER AND SEWERAGE CORPORATION

EXTERNAL JOB ADVERT

18TH NOVEMBER 2015

RE: EXTERNAL JOB ADVERT

National Water and Sewerage Corporation (NWSC) a leading organisation in the Water sector in Uganda with a Vision **“To be leading water Utility in the world”** seeks to recruit suitably qualified candidates to fill the vacant positions mentioned below:

JOB TITLE: MANAGER PROGRAMMES COORDINATION

REPORTS TO: SENIOR MANAGER PROGRAMMES AND PERFORMANCE MANAGEMENT

MAIN PURPOSE OF THE JOB

To coordinate the development and implementation of programmes and works, and ensure effective estates maintenance

KEY RESPONSIBILITIES /KEY RESULT AREAS

- 1) Ensure prompt projects appraisal and advise on expected viability
- 2) Ensure that implemented capital projects and programmes are effectively evaluated in respect to credibility, functionality and impact and advise management accordingly.
- 3) Ensure effective and timely coordination and implementation of selected internally funded capital projects and works
- 4) Ensure that internal performance improvement programmes are developed and effectively implemented
- 5) Continuously review performance management systems with a view of modernizing them to ensure continuous improvements
- 6) Ensure accurate documentation and reporting of programs and works related activities
- 7) Ensure cost effective rehabilitation and maintenance of the Corporation estates
- 8) Carry out any other tasks that may be assigned from time to time

THE PERSON:

In order to be considered for this position, the person must have a working experience of eight (8) years, must have worked at a principal officer level for at least two years and should possess the following:

EXPERIENCE, KNOWLEDGE & EDUCATION/TRAINING**1) Qualifications**

- MSc in Civil Engineering , Business Management , Economics, Statistics or related discipline

Other Professional Qualifications

- Membership with relevant professional bodies is an added advantage

Experience

- A minimum of Five (5) years' of post qualification experience in a vibrant organization, of which two years must have been in a (senior) management position.

Age Limit: Above 35 years of age.

Preferred additional experience

- Experience and good knowledge on global and regional water sector reforms initiatives
- Three Years working with large parastatal / organization is a must

8.3 Special Personal Attributes

- Good interpersonal skills and high level of integrity
- Self-drive and resilience
- Demonstrated ability to work with a team of multi-disciplinary professionals
- Excellent communication, facilitation and presentation skills
- Strong attention to detail and highly organized
- Demonstrated ability to establish and maintain effective business relationships and partnerships with key stakeholders.
- Strong analytical and problem solving skills

JOB TITLE: PRINCIPAL OFFICER MONITORING AND EVALUATION.

REPORTS TO: MANAGER PROGRAMMES AND PERFORMANCE MANAGEMENT

MAIN PURPOSE OF THE JOB

To facilitate the Department's activities through effective and efficient monitoring and evaluation of Areas and ensuring timely feedback and advice to management.

KEY RESPONSIBILITIES /KEY RESULT AREAS

- 1) Carry out regular assessments on the level of compliance to Performance Standards and other Obligations regarding the Internal Incentive Contracts in NWSC operations and ensure timely feedback and advice to Management
- 2) Coordinate and organize regular performance evaluation workshops in line with the internal contracting framework and ensure prompt follow up of the resulting action plans
- 3) Develop and maintain monitoring systems for tracking compliance with qualitative obligations under the Performance Enhancement Programmes.
- 4) Coordinate and participate in joint audits in respect to smooth and effective running of NWSC operations and advising Management to aid strategic decision making
- 5) Carry out regular operating data accuracy audits and advise management accordingly
- 6) Develop and maintain an up to date database for NWSC annual performance indicators to enable comprehensive assessment of NWSC operating efficiency.
- 7) Carry out regular monitoring and evaluation of the performance improvement programmes
- 8) Plan and coordinate regular customer relations monitoring activities.
- 9) Any other tasks assigned by Management

THE PERSON:

In order to be considered for this position, the person must have a working experience of five (5) years, must have worked at a Senior Officer level for at least two years and should possess the following:

EXPERIENCE, KNOWLEDGE & EDUCATION/TRAINING

Minimum Qualifications

Bachelors in Engineering, Business Management, economics, statistics or related field

Preferred Additional Qualifications and skills

- Strong Professional skills and experience in Performance Management
- Membership to professional body

Age Limit: Must be above 30 Years

Experience

A minimum of four years of post-qualification experience in vibrant organization

Experience in water utility performance management

Special Personal Attributes

- Good interpersonal skills and high level of integrity
- Self-drive and resilience
- Demonstrated ability to work with a team of multi-disciplinary professionals
- Excellent communication, facilitation and presentation skills
- Strong attention to detail and highly organized
- Demonstrated ability to establish and maintain effective business relationships and partnerships with key stakeholders.
- Strong analytical and problem solving skills.
- Enthusiasm, positive energy and sense of humour

JOB TITLE: PRINCIPAL OFFICER – RISK MANAGEMENT SYSTEMS
REPORTS TO: MANAGER PROGRAMMES AND PERFORMANCE MANAGEMENT

MAIN PURPOSE OF THE JOB

To facilitate the Department's activities by ensuring the development and implementation of risk management systems

REPORTS TO: MANAGER QUALITY ASSURANCE

KEY RESPONSIBILITIES /KEY RESULT AREAS

1. Ensure that all possible operational risks in are properly documented and monitored to avoid operational interruptions
2. Liaise with Internal Audit and prioritize risks and advise on value for money interventions
3. Develop value for money risk management programmes and ensure adequate monitoring and evaluation
4. Introduce risk management concept in all operating systems so that critical activities are given due attention
5. Coordinate the development and implementation of risk management programs in a manager that fulfils the mission and strategic goals of the Corporation while complying with the government laws and accreditation standards related to safety and risk management.
6. Develop and implement systems, policies and procedures for the identification, collection and analysis of risk related information.
7. Ensure that staff are sensitized and trained in respect to risk management programs, and their respective responsibilities in carrying out risk the management programs.
8. Identify potential threats to the Corporation and the likelihood of their occurrence.
9. Help business units to identify and implement corrective action where appropriate.
10. Any other assignments given by management

THE PERSON:

In order to be considered for this position, the person must have a working experience of five (5) years, must have worked at a senior officer level for at least two years and should possess the following:

EXPERIENCE, KNOWLEDGE & EDUCATION/TRAINING

Minimum Qualifications

Bachelor in Engineering, Business Management, Economics, Statistics or related field

Preferred Additional Qualifications/skills

- Strong Professional skills and experience in Risk Management
- Membership to professional body

Age Limit: Must be above 30 Years

Experience

A minimum of four years of post-qualification experience in vibrant organization

Preferred Additional Experience

- Experience in water utility management

- Experience and good knowledge on Risk Management Systems

Special Personal Attributes

- Good interpersonal skills and high level of integrity
- Self-drive and resilience
- Demonstrated ability to work with a team of multi-disciplinary professionals
- Excellent communication, facilitation and presentation skills
- Strong attention to detail and highly organized
- Demonstrated ability to establish and maintain effective business relationships and partnerships with key stakeholders.
- Strong analytical and problem solving skills

Applicants must attach the following requirements;-

- An Application letter with a detailed Curium virtue (CV)
- Three referees (outside NWSC)
- Capability statement of not more than two pages in single spacing word format and font 12.

All persons who believe they can clearly demonstrate their abilities to meet the criteria given above are encouraged to send their applications (hard copies) addressed to the **Senior Manager Human Resources**, National Water & Sewerage Corporation, Plot 39 Jinja Rd, P.O Box 7053, Kampala.

To be considered, your application must be received by close of business on **Friday 4th December 2015, at 5.00 p.m.**

Christine Amucu

SENIOR MANAGER HUMAN RESOURCES