

Tel: 256 414 342279/254271
Fax: 256 414 250725
E-mail: psc@psc.go.ug



THE PUBLIC SERVICE COMMISSION
2nd Floor, Farmers House
Parliament Avenue
P.O. Box 7080
KAMPALA - UGANDA

ALL CORRESPONDENCES SHOULD BE
ADDRESSED TO THE SECRETARY

IN ANY CORRESPONDENCE ON **HRM 70/179/02 Vol. 2** REPUBLIC OF UGANDA
THIS SUBJECT PLEASE QUOTE NO.

27th September, 2021

The Solicitor General

All Permanent Secretaries

Executive Director, KCCA

All Chief Administrative Officers

All Town Clerks (Municipalities)

ADDENDUM TO PUBLIC SERVICE COMMISSION INTERNAL ADVERT NO. 1 / 2021

I refer to my letter Ref. No. HRM 70/179/02 Vol. 2 dated 30th August, 2021 communicating the release of Internal Advert No. 1 / 2021.

The Public Service Commission received additional positions declared from the Ministries of Gender, Labour and Social Development and Finance, Planning and Economic Development that have been added to the Advert. The closing date for receiving applications for the **additional positions will be Monday 25th October, 2021.**

The procedure for application is contained in the main Advert on the Public Service Commission Website <https://vacancies.psc.go.ug/ors>. The Addendum should be circulated as widely as possible to enable all eligible Officers to apply.

Dr. John Geoffrey Mbabazi

SECRETARY

PUBLIC SERVICE COMMISSION

Copy to: The Head of Public Service and Secretary to Cabinet
Office of the President
KAMPALA

The Deputy Head of Public Service and Deputy Secretary to
Cabinet
Office of the President
KAMPALA

The Auditor General
Office of the Auditor General
KAMPALA

Mission

“To provide Government with competent human resources for effective and efficient public service delivery”



THE REPUBLIC OF UGANDA

PUBLIC SERVICE COMMISSION

ADDENDUM TO PSC INTERNAL ADVERT NO. 1 OF 2021

The Secretary, Public Service Commission would like to inform all eligible Serving Officers in Public Service that additional Posts have been added to **PSC Internal Advert No. 1 of 2021** as indicated below;

MINISTRY: GENDER, LABOUR AND SOCIAL DEVELOPMENT

**POST: PRINCIPAL LABOUR OFFICER / INDUSTRIAL RELATIONS
(01 VACANCY)**
REF: HRM 52/70/01
SALARY: UGANDA GOVERNMENT SCALE U2
AGE: 28 YEARS AND ABOVE

ACADEMIC QUALIFICATIONS AND WORKING EXPERIENCE

Applicants should be Ugandans holding an Honours Bachelor's Degree in either Social Work and Social Administration; or Social Sciences; or Administration; or Human Resource Management; or Industrial Relations as well as a minimum of a Post Graduate Diploma in the relevant field obtained from a recognized University / Institution.

Possession of a Masters Degree in the relevant fields will be an added advantage.

Possession of a specialized training in Labour Administration and Industrial Relations will be an added advantage.

Applicants should have a minimum of six (6) years relevant working experience, three (3) of which should have been served at the level of Senior Labour Officer / Industrial Relations in Government.

DUTIES: -

The incumbent will be responsible to the Assistant Commissioner / Industrial Relations for performing the following duties: -

- Assisting in developing and /or reviewing Policies, Laws, Technical Guidelines, Manuals, Code of Conduct and Checklists on industrial relations including minimum wage, workers compensations, Labour Unions among others;
- Settling complaints on non-observance of working conditions through mediation, conciliation and dispute arbitration;
- Enforcing the implementation of Labour laws and attendant Regulations to promote decent and rights of workers;

- Undertaking the registration, management and capacity building of the Labour Unions;
- Studying, setting and / or reviewing minimum wage, salaries and remuneration for both public and private sector;
- Developing and implementing worker's rehabilitation scheme;
- Undertaking training and sensitization of employees, employers and general public on labour standards;
- Developing and implementing elimination of violence and harassment programmes at workplaces;
- Coordinating HIV/AIDS Policies in the world of work;
- Conducting research and disseminating reports on industrial relations in Uganda.
- Any other duties as may be assigned from time to time.

MINISTRY: FINANCE, PLANNING AND ECONOMIC DEVELOPMENT

POST: COMMISSIONER -FINANCE AND PLANNING (03 VACANCIES)
REF: HRM 50/70/03 VOL. 6
SALARY: UGANDA GOVERNMENT SCALE UIE
AGE: 35 YEARS AND ABOVE

ACADEMIC QUALIFICATIONS AND WORKING EXPERIENCE

Applicants should be Ugandans in possession of an Honours Bachelor's Degree in Economics; or Statistics; or Commerce; or Business Administration; or any other related field from a recognized Institution plus a Masters Degree in Economics; or Economic Policy and Planning; or Public Policy; or Financial Management; or any other related discipline from a recognised University / Institution.

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

DUTIES:

The incumbent will be responsible to the Director, Internal Audit for performing the following duties: -

- Providing advice on formulation, development and review of policies and strategies;
- Coordinating formulation and execution of public expenditure policies and priorities;
- Coordinating policy execution;
- Coordinating resource mobilization;
- Advising on preparation of medium and long-term economic development plans;
- Coordinating economic policy research and development;
- Preparing Departmental work plans and budgets;
- Executing effective supervision and ensuring efficiency in operations of the Department;
- Any other duties as may be assigned from time to time.

W. Kabungi
 27/09/2021

**POST: ASSISTANT COMMISSIONER - INTERNAL AUDIT
(04 VACANCIES)**
REF: HRM 50/70/03 VOL. 6
SALARY: UGANDA GOVERNMENT SCALE UIE
AGE: 30 YEARS AND ABOVE

ACADEMIC QUALIFICATIONS AND WORKING EXPERIENCE

Applicants should be Ugandans in possession of an Honours Bachelor's Degree in Finance and Accounting; or Business Administration; or Commerce with a bias in Accounting; or Qualified; or Chartered Accountant (Holder of full professional qualification in Accountancy) obtained from a recognised awarding Institution/ body accredited by the Institute of Chartered Public Accountants of Uganda plus a Masters Degree in Financial Management; or Accountancy; or Business Administration; or a Management related discipline from a recognised University/Institution.

Applicants should be registered as Members of the Institute of Chartered Public Accountants of Uganda (ICPAU).

Applicants should have a minimum of nine (9) years relevant working experience, three (3) of which should have been served at the level of Principal Internal Auditor in Government or an equivalent level in Accounts/Audit work from a reputable organization.

DUTIES:

The incumbent will be responsible to the Commissioner, Internal Audit for performing the following duties: -

- Coordinating development of Internal Audit Policy and Guidelines;
- Overseeing Internal Audit Planning Process;
- Reviewing Internal Audit Plans and Programmes based on risks profile;
- Monitoring specialist Internal Audit functions and Governance issues;
- Inspecting and making reports on Internal Audit issues and engagements;
- Preparing annual consolidated Internal Audit reports;
- Carrying out general supervision of Internal Audit Units, Staff Appraisal and Development;
- Any other duties as may be assigned from time to time.

Wabwaza
27/09/2021