



THE REPUBLIC OF UGANDA

**KYELEGWA DISTRICT SERVICE COMMISSION
JOB VACANCY**

EXTERNAL ADVERTISEMENT NO.2 OF 2024

Applications are invited from suitably qualified Ugandans to fill the vacant posts that have been cleared by public service and others on replacement basis. Applications must be submitted in triplicate on Public Service Form No.3 (2008) for Health department and on ESC Form No.3 [1998 to the **Secretary, Kyegegwa District Service Commission, P.O Box 99, and Kyegegwa not later than Wednesday 30th October 2024.** Application forms are obtained from District Service Commissions Country wide, Public Service Commission Kampala and Ministry of Public Service website at **www.publicservice.go.ug.**

Applicants should attach to each form a set of certified photocopies of their academic documents, recent passport photographs, copy of a National Identity card and identity cards from all former institutions of learning.

Applications should bear the title of the post as well as the reference Number specified against the vacancy with day time phone contacts, serving officers are advised to route their

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applications through their responsible officers, only shortlisted candidate will be contacted.

1. DSC/KGWA/1/2024 , ASSISTANT DISTRICT HEALTH OFFICER

Salary Scale: MED -2 **Number of Position=**01

SCALE: U2Med-2

REPORTS TO: District Health Officer

Job Purpose

To coordinate all maternal and child health /nursing services in the District.

Key Outputs

- 1) Strategic leadership in the management of maternal and child health/nursing services delivery in the District provided.
- 2) Quality assurance in Maternal and Child Health nursing services promoted.
- 3) Technical guidance and support supervision provided.
- 4) Maternal and Child Health nursing services in the District coordinated.
- 5) Managing performance of staff.

QUALIFICATIONS

- i. A Bachelor of Science Degree in Nursing or equivalent from a recognized University or Institution
- ii. A Qualification (Masters or Post Graduate Diploma) in Administration or Management or Public Health from a recognized University or Institution.
- iii. Must be registered with the Uganda Nurses and Midwives Council.
- iv. Must have a valid practicing License.

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(b) Work Experience

Should have working experience of at least six (6) years, three (3) of which should have been at the level of Senior Nursing Officer/Principal

Assistant Nursing Officer in the Public Service

(c) Competences

Technical

- i. Planning, organizing and coordinating
- ii. Human resource management

2. Clinical Officer , DSC/KGWA/2/2024

Salary Scale U5 Med, Number of Positions; 02

Qualifications/Person specifications required for the post

Qualifications

1. Must have a Diploma in Clinical Medicine and Community Health or its equivalent from recognized Institution.
2. Must be registered and licensed with the Allied Health Professionals Council.

Key Competences required for the post

1. Planning, organizing and coordinating
2. Concern for quality and standards
3. Communication
4. Ethics and integrity
5. Self-control and stress management

Duties of the Post/Key result Areas

1. Diagnosing, treating and managing patients;
2. Conducting health education to patients;
3. Participating in research activities;

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3. Medical Laboratory Technician, DSC/KGWA/3/2024

Salary Scale, U5Med

Number of Positions; 02

Qualifications

1. Diploma in Medical Laboratory Technology/Techniques or its equivalent from a recognized University or Institution.
2. Must be registered with Allied Health Professionals Council.
3. Must have a valid practicing license

Key Competences required for the post

1. Records and Information Management
2. Time management
3. Concern for quality and standards

Duties of the Post/Key result Areas

1. Carrying out laboratory investigations and submitting reports.
2. Preparing specimens and reagents according to established procedures.
3. Supporting primary health care activities.

4. Enrolled Midwife, DSC/KGWA/4/2024

Qualifications

1. Must have a Certificate of Enrolled Midwifery from a recognized Institution.
2. Must be enrolled with the Uganda Nurses and Midwives Council.
3. Must hold a valid practicing license.

Key Competences required for the post

1. Records and Information Management
2. Concern for quality and standards
3. Ethics and Integrity



5. Enrolled Nurse , DSC/KGWA/5/2024

Qualifications

1. Must have Enrolled Nursing or Enrolled Comprehensive Nursing Certificate from a recognized Institution.
2. Must be enrolled with the Uganda Nurses and Midwives Council
3. Must have a valid practicing license.

Key Competences required for the post

1. Records and Information Management
2. Ethics and Integrity
3. Accountability
4. Results oriented

6. Health Information Assistant, DSC/KGWA/7/2024

Salary scale;U7 Upper

Number of positions;02

Qualifications

- Uganda Certificate of Education with at least four (4) credit passes including English language or Uganda Advanced Certificate of Education with at least one principal pass.
- Certificate in Records Management or equivalent from a recognized Institution.

Key Competences required for the post

1. Planning, organizing and coordinating
2. Effective communication ii. Concern for quality and standards
3. Ethics and Integrity
4. Team work

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7. Medical Laboratory Assistant,

DSC/KGWA/6/2024

Salary scale;U7 Med

Number of positions;02

Qualifications

A Certificate in Medical Laboratory Techniques or its equivalent from a recognized Institution.

Must be registered with Allied Health Professionals Council.

Must have a valid Practicing License.

Key Competences required for the post

- Records and Information Management
- Management of organizational environment
- Time management
- Information Communication Technology

Duties of the Post/Key result Areas

- Preparing laboratory reagents and stains for routine investigations.
- Registering in and out-patients.
- Keeping records and information on patients.
- Taking patients files to Clinics or Wards.
- Updating the bed bureau with records.
- Retrieving files for clinicians and researchers.

7. Askari , DSC/KGWA/8/2024

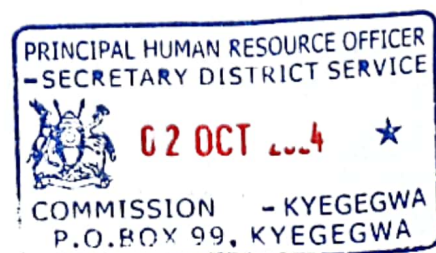
Salary scale,U8L

Number of positions;04

Qualifications

- O' Level Certificate with a training in Security.

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Key Competences required for the post

- Security Planning and organizing.
- Accountability.
- Self-confidence.
- Ethics and integrity.
- Communication.
- Public relations and customer care.
- Time Management.
- Ability to speak Swahili.

8. Education Assistant II DSC/KGWA/9/2024

Number of positions, 27

Salary scale, U7Upper

Job Purpose

- To teach, examine and assess learners' progress on an on-going basis in order to ensure functional

Some of the duties and Responsibilities

1. To prepare the schemes of work and lesson plans in line with the approved curriculum on termly and weekly basis.
2. To conduct lessons and remedial work according to the set timetable. To participate in 3.setting, administering and marking internal and external examinations.
4. To carry out continuous assessment and evaluation of pupils performance.
5. To prepare and select appropriate learning aids/materials for classroom teaching.

Qualifications:

- Minimum of a Grade III teaching Certificate or the equivalent from a recognized Institution

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- Registered with the Ministry of Education and Sports

