

VACANCIES ANNOUNCEMENT

A Brief on the Company

Uganda Electricity Transmission Company Limited (UETCL) is a public Limited Company, which is wholly owned by the Government of the Republic of Uganda, and holds the following operational licenses. System Operator, Operation of the High Voltage Transmission Grid, Bulk Power Supply, Import and Export of Power and; Public Infrastructure Provider (for ownership and operation of the Optic Fibre).

Our Vision is: **“Electricity Transmission for Sustainable Regional Development.”**

Our Mission is: **“To buy, transmit and sell quality bulk power.”**

UETCL invites applications from suitable and eligible candidates for the following position:

Principal Legal Officer - Litigation (1 Post)

The position is located at Head Office and reports to the Manager, Corporate Services and its primary purpose is effective representation in courts of law, provision of legal advice and management of litigation risk of the company. This will involve review and assembling relevant documentation, prepare witness and materials for case preparation, review and approve pleadings, organizing exhibits, court filings, prepare for and attend trials and providing legal protection and risk management advice on Litigation.

Job Purpose

Its primary purpose is to represent the organization in courts of law, provision of legal advice and management of litigation risk of the company.

KEY RESULT AREAS

1. Representing the Company in courts of Law and litigation management
Appearing in Court as required and instructing counsel when they are briefed to advise and appear.

- ❖ Ensure that all litigation matters are updated; Court diaries are centralized and updated, weekly cause lists are availed to the Manager Corporate Services.
 - ❖ Ensure that each file has a Legal brief detailing the facts, merits and strategy of the case.
 - ❖ Ensure adequacy of information on all litigation files; all litigation files should be clearly marked indicating the Court, the Court file number and all pleadings should be securely filed.
 - ❖ Manage Alternative Dispute Resolutions like mediation, arbitration and/or conciliation of all matters.
 - ❖ Quarterly progress report on litigation cases including number of cases concluded (won and lost)
 - ❖ Prepare witnesses and materials for court.
 - ❖ Review and approve pleadings.
 - ❖ Prepare case briefs and court updates for Head Corporate services.
 - ❖
 - ❖ Timely court filings submitted; including preparation and filing all court documents
 - ❖ Ensure that no case lost due to lack of representation or failure to file relevant documents to court.
 - ❖ Evaluate and determine which cases should be outsourced.
 - ❖ Review and follow up invoices for outsourced cases.
 - ❖ Prepare a shortlist of firms for outsourcing.
 - ❖ Manage and periodically review performance of external Counsel.
2. Legal risk management. Identification, assessment and management of the Company's litigation risk
- ❖ Provide quarterly reports to the Manager Corporate Services on the potential litigation risks and recommended risk management strategies to mitigate the risks.
 - ❖ Legal advice provided on ongoing litigation cases and prevention of litigation.
 - ❖ Advise management on likelihood of success of cases
 - ❖ Case register developed and updated on identified legal risks in various departments with mitigation measures proposed and implemented.
 - ❖ Contract management of contracts within the section.
 - ❖ Sensitization of staff on litigation legal risks.
3. Legal advisory Services; Prepare comprehensive legal opinions and advise management.
- ❖ Prepare Legal opinions on the merits/demerits/strategy of litigation in each case and the proposed way forward.
 - ❖ Annually review the template for employment contracts which shall be used by the Human Resources Department for compliance with the applicable laws and Human Resources manual before execution.
 - ❖ Review of policies for compliance with the applicable laws.
 - ❖ Upon request express Legal opinions to the HR department on any disciplinary case advising the HR department on the Legal rights and duties of the Company and the employee.
 - ❖ Land transaction advisory.
 - ❖ Attend internal and external meetings as advisor
4. Management of litigation information.
- ❖ Case database established and updated
 - ❖ Monthly and quarterly reports on litigation activities prepared and submit to the Head Corporate.
 - ❖ Report on Legal information interpreted and disseminate to staff.

- ❖ Responding to audit reports and litigation and implementing agreed recommendations
- ❖ Develop case monitoring tools

The desired person should have the following essential requirements.

- ❖ An honours Degree in Law from a recognised University.
- ❖ Hold a Post Graduate Diploma in Legal Practice
- ❖ Must be an advocate of the High Court of Uganda with a valid practicing certificate.
- ❖ At least 10 -12 years working experience in litigation 5 of which in a senior position with a reputable organisation.
- ❖ Training in Alternative Dispute Resolution (ADR) will be an added advantage.
- ❖ Post graduate training in management will be an added advantage.
- ❖ A minimum of 5 years' experience in handling litigation issues/matters.
- ❖ Experience in land matters will be an added advantage.
- ❖ Demonstrated working experience in litigation related to land and contract issues.
- ❖ Experience in contractual dispute resolution or representation in arbitration proceedings.
- ❖ Demonstrate experience ADR
- ❖ Ability to work as part of a team and to develop subordinates.
- ❖ Excellent interpersonal, particularly staff/management relations, oral and written communication skills.
- ❖ Strategic thinking and ability to work and produce accurate results in an environment with multiple and challenging tasks.
- ❖ High level of integrity.

Interested persons should send their applications to: [Click Here to Apply](#)

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Principal Development Engineer - 1 Post

The position is located at Head Office and reports to the Manager, Planning and Investments and its primary purpose is to Provide quality civil and structural engineering services to the Company; to oversee and ensure (Plan, manage and Monitor) provision of quality civil and structural engineering services to the Company.

JOB PURPOSE

To Provide quality civil and structural engineering services to the Company.

KEY RESULT AREAS

- ❖ Plan Develop, manage Section budgets, resources and implement activities of the Civil Engineering section in line with sectional approved budget and company objectives.
- ❖ Initiate Procurement process for civil works, Review/Prepare civil and structural Engineering Designs, Specifications, cost estimates, bill of quantities and bidding documents.

- ❖ Review and approve Civil Engineering project designs, drawings, and reports. (Grid Investment projects)
- ❖ Provide civil and structural Engineering services to Company properties and installations (buildings, substations, access roads, bridges, towers, pole plant etc).
- ❖ Provide technical support to all Departments on civil engineering related issues.
- ❖ Serve as Project Manager (ensure contract managers execute their rolls as per the stipulated functions) and/or Contract Manager for civil structural engineering works and services.
- ❖ Review and approve Contractor's and Consultant's invoices; review and process construction change orders.
- ❖ Conduct construction site monitoring/inspections to monitor contractor's progress and ensure conformance to designs, specifications, quality assurance, and safety standards and approve/prepare progress reports.
- ❖ Ensure that civil and structural engineering works are executed and completed within budget and on time.
- ❖ Lead, supervise and evaluate section staff in line with human resource guidelines and Identify and solve civil engineering section related problems/issues.

The desired person should have the following essential requirements.

- ❖ Must have a Bachelor's degree in Civil Engineering with a minimum of 10-15 years' experience in Power systems engineering related projects of which 3 years must be at a senior level.
- ❖ Must be registered or registrable (ERB)
- ❖ Must have specialized training or a post graduate qualification in a related field.
- ❖ A master's degree in an Engineering field is an added advantage

- ❖ Must provide evidence of training or specific work experience in contract management, and project management.
- ❖ Must demonstrate experience and training in foundation design of substation and transmission lines, design of buildings and estate management and maintenance
- ❖ Good supervisory and interpersonal skills
- ❖ Must be computer literate
- ❖ Must have good analytical and communication skills
- ❖ Can demonstrate a background of personal and strategic leadership.
- ❖ A person of high integrity, must be highly motivated, innovative and a committed team player.
- ❖ Must be able to withstand stressful work situations and have willingness to work long hours outside the normal hours.
- ❖ Must be a person who understands the sensitivity of the position

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Senior Internal Auditor (Projects) - 1 Post

The position is located at Head Office and reports to the Principal Internal Auditor (Projects, power& Risk Assurance) and its primary purpose is to provide support to the Principal Internal Auditor, directly head audit teams and guide staff in producing timely and quality reports

JOB PURPOSE

To provide support to the Principal Internal Auditor, (PP&RA) directly head audit teams and guide staff in producing timely and quality reports.

KEY RESULT AREAS

- ❖ Provide support to the Principal Internal Auditor (PP&RA) in executing the administrative activities in the section like appraising staff performance, recommending trainings, ensuring adherence to human resource policies and guiding staff in producing timely and quality reports.

- ❖ Perform and coordinate activities with the aim of evaluating systems, operational control procedures and control environment in the Company and make appropriate recommendations to address any shortfalls.
- ❖ Conduct investigative audits on cases of fraud and staff malpractices as may be directed by head of section or head of department.
- ❖ Implement audit programs for assignments on the Section/Department plan in line with the internal Audit Manual, guidelines and best practice.
- ❖ Perform objective value for money audits across all functions of the Company where the Department has identified high risks.
- ❖ Lead and directly supervise audit teams in performing their audit risks.
- ❖ Supervise and control audit assignments including audit planning, control of specific assigned tasks, properly maintaining working papers and reporting the findings to the head of section.
- ❖ Prepare timely and quality reports that include findings and recommendations of any corrective actions on deficiencies.

The desired person should have the following essential requirements.

- ❖ Bachelor's degree in Commerce, BBA, Finance and Accounting or any equivalent relevant qualification from a reputable University.
- ❖ Must have a professional Accounting/Auditing qualification such as ACCA, CPA, (U), CPA (K), CIA
- ❖ Member to the institute of Internal Auditors of Uganda will be an added advantage.
- ❖ Knowledge and experience in use of key Computer Audit Packages such as ACL, Teammate etc. will be an added advantage.
- ❖ Should have at least 7-10 years of increasingly responsible risk-based auditing experience from a reputable organization.
- ❖ Good management and Interpersonal skills
- ❖ Highly motivated and innovative and a committed team player.

Applications with full employment history (Curriculum Vitae), academic qualifications should be forwarded to the Manager, Human Resource and Administration.

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Senior Performance Management Officer (1 Post)

The position is located at Head Office and reports to the Principal Human Resource Officer and its primary purpose is to be responsible for planning and implementing the company’s corporate performance management framework that enables the UETCL to demonstrate that it is making arrangements to secure continuous improvement and drive a culture of performance

JOB PURPOSE

To be responsible for planning and implementing the company’s corporate performance management framework.

KEY RESULT AREAS

Under the overall supervision of the principal Human Resource Officer, the incumbent will undertake the following:

- ❖ Plan and implement a comprehensive performance management function across UETCL.

- ❖ To provide guidance on the performance management framework and Measure to staff
- ❖ Implement the UETCL corporate planning arrangements, including the production of the Annual Improvement Plan and Review
- ❖ Coordinate the implementation of and updates to, the company's Performance Management framework
- ❖ Provide annual quarterly, performance reports and follow up on Performance implementation of recommendations
- ❖ Coordinate the performance evaluation process and provide guidance to staff.
- ❖ Work with departments to align Performance Management arrangements with succession plans.
- ❖ Monitor and evaluate the implementation of Performance recommendations in line with the Performance Management guidelines

The desired person should have the following essential requirements.

- ❖ Bachelor degree in Social Sciences, Human Resource and Administration, Organizational Psychology, Public Administration
- ❖ A Master's Degree in relevant fields is an added advantage
- ❖ Postgraduate diploma in Human Resource Management is an added advantage.
- ❖ Must be Human Resource Professional
- ❖ Membership to the Human Resource Managers Association of Uganda is an added advantage
- ❖ Relevant performance management experience especially the Balanced Score card
- ❖ 7-10 years' experience in Performance Management with at least 2 years at a Supervisory level.
- ❖ Knowledge and Experience of Performance Management systems and principles
- ❖ Supervisory skills
- ❖ Persuasion, negotiation and influencing skills
- ❖ Experience of Strategic Planning
- ❖ Excellent report writing skills
- ❖ Good interpersonal skills

- ❖ Strong presentation skills
- ❖ Integrity
- ❖ Team work

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Senior Protection Engineer - Metering (1 Post)

The position is located at Lugogo Office Block and reports to the Principal Maintenance Engineer and its primary purpose is to Manage and maintain the power system protection and energy metering schemes.

JOB PURPOSE

To Manage and maintain the power system protection and energy metering schemes.

KEY RESULT AREAS

- ❖ Periodic testing and maintenance of protection and energy metering systems countrywide
- ❖ Site acceptance testing and commissioning of Greenfield protection
- ❖ Relay coordination:
- ❖ Coordinate the reading and timely delivery of billing energy readings
- ❖ Analyze relay coordination mal-operations as they occur.
- ❖ Adjust relay settings as need may arise to ensure proper co-ordination at all time.
- ❖ Modify protection schemes to suit new power system expansions as they arise.

- ❖ Supervise installation, maintenance and commissioning of energy meters at all commercial boundaries and transmission lines
- ❖ Participate in Stakeholder coordination meetings

The desired person should have the following essential requirements

- ❖ Must have a Bachelors in Electrical engineering
- ❖ A minimum of 7-10 years' experience in power systems protection with at least 5 at an officer level Competencies:
- ❖ Must demonstrate skills in network communication theory and IP platforms
- ❖ Must have specialized training in power transformer and Transmission lines protection schemes from recognized manufacturing training institutes.
- ❖ Must have specialized training in Substation Automation Systems from recognized manufacturing training institutes
- ❖ Must be a registered or registrable Engineer (ERB)
- ❖ Master's degree in electrical power systems is an added advantage.
- ❖ Analytical skills, interpersonal skills, leadership skills, report writing skills, Integrity, motivation and committed team player

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- ❖ Must have specialized training in Substation Automation Systems from recognized manufacturing training institutes
- ❖ Must be a registered or registrable Engineer (ERB, UIPE)
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Protection Technician - (1 Post)

The position is located at Lugogo Office Block and reports to the Protection Engineer and its primary purpose is to Support the protection engineer in realising the Key Result Areas

JOB PURPOSE

To Support the protection engineer in realising the Key Result Areas

KEY RESULT AREAS

Maintenance of protection schemes

1. Carry out routine maintenance on the protection schemes according to time table and submit report to supervisor.
 - ✓ Attend emergency faults on the protection schemes and submit report to supervisor within a day of completion of work.
2. Maintenance of energy metering schemes
 - ✓ Audit all the metering schemes monthly and submit report to supervisor within one week.
 - ✓ Attend to any emergencies occurring on the metering schemes and submit report to supervisor within a day of completion of work.
 - ✓ Carry out meter readings every end of month.
3. Support the Commissioning of Protection and Metering schemes
 - ✓ Implement the installation of wiring of the protection and metering schemes according to approved schematic drawings.
 - ✓ Carry out commissioning tests on the schemes and on the high voltage equipment according to instructions.

- ✓ Prepare and submit commissioning reports to the supervisor within a week after commissioning.
4. Keep stock of tools and related accessories
- ✓ Develop and keep a record of tools and other electrical accessories if any.
 - ✓ Updates such a record, especially for tools every six months and submits a report to the Supervisor.

The desired person should have the following essential requirements

- Must have at least an ordinary higher diploma or its equivalent in Electrical engineering
- A minimum of 2 years' experience in power systems protection
- Related experience in electrical installations and protection schemes on High Voltage equipment
- Good interpersonal skills, Analytical skills, integrity, motivation, commitment, teamwork, Computer skills,

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Power System Controller – (1 post)

The position is located at Lugogo Control Center and reports to the Senior Dispatch Engineer and its primary purpose is to focus on generation resources optimization, grid reliability, outage management, quality of supply and safety.

Job Purpose

Real-time Supervision of Power System operations with a focus on generation resources optimization, grid reliability, outage management, quality of supply and safety.

Key Results Areas

1. Supervision of real time demand and supply balance (system frequency kept within +/-1% of nominal).
2. System voltages maintained within +/-10% of nominal.
3. Implementing planned outages and management of forced outages, including operational safety.
4. Compilation of outages statistics.
5. Optimal dispatch of available generation from cascaded hydro-power plants.

Person Specifications, Experiences and Competences:

- Must have a Higher Diploma in Electrical engineering
- ✓ 2 Years of experience
- ✓ Knowledge on the use of SCADA systems in power system operations would be an added advantage
- ✓ Communication skills
- ✓ Strong interpersonal skills
- ✓ Team player
- ✓ Customer relations skills
- ✓ Computer skills
- ✓ Analytical skills

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Senior Accountant Finance & Treasury - (1 Post)

The position is located at Head Office and reports to the Principal Budget & Financial Officer and its primary purpose is to Review management accounts and Financial accounts.

JOB PURPOSE

To assess, monitor, plan, reconcile and manage the efficient utilization of cash and banking services in a manner consistent with the objectives of the Company.

KEY RESULTS AREAS

- ❖ Provide support for the financial reporting function for both annual and quarterly management accounts through reviewing bank reconciliations and cash transactions
- ❖ Act as a key relationship providing second level interface with company bankers
- ❖ Initiate and manage trade finance instruments such as documentary letters of credit and bank guarantees by preparing appropriate documentation and

responding to term change requests as may be appropriate

- ❖ Verify all imprest replenishment claims
- ❖ Review and approve all treasury related journals
- ❖ Develop the budget for the Treasury and Management accounts units in accordance with the FPPM
- ❖ Act as a first line liaison officer in negotiating interest and forex rates.

And to carry out any other duties as may be assigned from time to time.

Person Specifications, Experiences and Competences

- Minimum level of education Bachelor's degree in Commerce or its equivalent
- Full professional qualification e.g ACCA or ACA, CPA
- Computer literate
- Familiarity with recognisable accounting package
- 7-10 years' experience as an Accountant in a busy organisation

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Planning Engineer - 1 Post

JOB PURPOSE

To develop procedures for maintaining system integrity, schedule the operation, configuration of the network and plan and design projects for interconnection to the generation, transmission and distribution network in line with grid code requirement.

Key Result Areas

- ✓ Determine the network configuration for optimum operation of the network to increase reliability, security and availability of transmission network in line with the grid code requirements
- ✓ Update the network diagrams after any change in the network for both internal and external use by consultants in line with departmental guidelines and carry out system studies to meet the required standards of power supply, reliability, availability and security to minimize technical transmission network losses and the unit cost of energy in line with grid code.
- ✓ Carry out the study of system voltage profiles to ensure that variations are within limits according to both international standards and the grid code set limits and calculate fault levels for proper protection grading and equipment sizing annually as required by the grid code.

- ✓ Update network parameters and carry out load flows to determine the network loading network voltages and power system losses as part of the internal power system studies in line with the grid code.
- ✓ Participate in other system studies to perform dynamic and transient stability system analysis to ensure system stability in line with the Company requirements and international acceptable standards.
- ✓ Participate in the supervision of feasibility studies according to the pre-set Terms of Reference in addition to participation in the preparation of annual operational plans as required by the grid code. Thereafter prepare monthly project and studies progress report to the Senior Planning Engineer as required by Company objectives.

Person Specifications, Experience and Competences:

- ❖ Must have a Bachelor's Degree in Electrical Engineering
- ❖ 3 years' experience in power systems planning or having successfully undergone training with UETCL for a minimum of 2 years
- ❖ Must be a registered or registrable Engineer (ERB, UIPE)
- ❖ Must be computer literate.
- ❖ A person of integrity, highly motivated, innovative and a committed team player

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UETCL VACANCY ANNOUNCEMENT NO. 03/2022

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Senior Surveyor - 1 Post

Job Purpose

To plan and implement acquisition and processing of survey data

Key Result Areas

1. Ensure the acquisition and processing of survey data of proposed transmission routes and or Substations.
2. Carry out setting out operations, Guide, Monitor and Evaluate Survey operations for the preparation of Strip maps for resettlement Action Plans, and land acquisitions
3. Prepare program implementation plans for the section.
4. Control section resources.
5. Appraise and supervise training of subordinate staff.
6. Keep and maintain records.
7. Check contractor’s work in the field of surveying.

Person Specifications, Experience and Competences

- ❖ Must have a Bachelor in Surveying as a minimum with a minimum of 7-10 years’ experience in power systems survey
- ❖ A master’s degree in surveying and Geographical Information Systems would be an added advantage
- ❖ Must be a registered or registrable (Surveyors Registration Board)

- ❖ Good supervisory and interpersonal skills
- ❖ Must be computer literate.
- ❖ Must have good analytical and communication skills
- ❖ Can demonstrate a background of personal and strategic leadership.
- ❖ A person of high integrity, must be highly motivated, innovative and a committed team player.

Interested persons should send their applications to: [Click Here to Apply](#)

ONLY ELECTRONICALLY SENT APPLICATIONS WILL BE ACCEPTED.

Documents should be sent in a single PDF or MS. Word Document. No other format will be accepted.

Applicants MUST submit copies of their academic documents.

The closing date to receive applications is: 18th April 2022

VACANCIES ANNOUNCEMENT

A Brief on the Company

Uganda Electricity Transmission Company Limited (UETCL) is a public Limited Company, which is wholly owned by the Government of the Republic of Uganda, and holds the following operational licences. System Operator, Operation of the High Voltage Transmission Grid, Bulk Power Supply, Import and Export of Power and; Public Infrastructure Provider (for ownership and operation of the Optic Fibre).

Our Vision is: **“Electricity Transmission for Sustainable Regional Development.”**

- ✓ Our Mission is: **“To buy, transmit and sell quality bulk power.”**

UETCL invites applications from suitable and eligible candidates for the following position

Transport Supervisor – (1 Post)

The position is located at Head Lugogo Yard Office and reports to the Principal Safety & Services Engineer and its primary purpose is to carry out fleet management

Job Purpose

To implement the transport policy and provide quality transport services to enhance efficiency and reliability of UETCL operations.

KEY RESULT AREAS

- ✓ Company fuel expenditure monitoring, analysis and usage accountability.
- ✓ Supervise the activities of all staff under the Transport unit.
- ✓ Analysis of performance of external motor vehicle garages
- ✓ Preparation of technical specifications of fleet related items and participate in the procurement process in line with the PPDA guidelines.
- ✓ Analyze and prepare monthly report on vehicle user performance.
- ✓ Determine transport needs and prepare transport budget for all UETCL fleet and monitor implementation of the budget.

Person Specifications, Experience and Competences:

- Must have university degree in Mechanical Engineering, fleet management, or related field with at least 5 years' experience in managing transport services in a large organization.
- Must have evidence of experience or training in managing transport in public sector organizations.
- Good supervisory and interpersonal skills
- Must be computer literate.
- Must have good analytical and communication skills
- Can demonstrate a background of personal and team leadership.
- A person of high integrity, must be highly motivated, innovative and a committed team player.

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APPLICATION PROGRAMMER - 1 Post

The position is located at Head Office and reports to the Senior Systems Administrator.

Job Purpose

Write code for computer programs and mobile applications. Maintaining, debugging and troubleshooting systems and software to ensure smooth running and achievement of intended objectives. Investigate and analyse feasibility of system requirements and develops system specifications.

KEY RESULT AREAS

- ✓ Code and test programming for software and mobile apps.
- ✓ Develop and deploy computer applications
- ✓ Execute code builds to test and production environments.
- ✓ Fix bugs in existing code.
- ✓ Collaborate with users, collect and analyze user requirements.
- ✓ Automate business processes in accordance with the Corporate Business Plan including but not limited to bespoke software design, development, maintenance and user training.

- ✓ Maintain the intranet portal and company website.
- ✓ Maintain up to date information systems configuration documentation in accordance with the ICT Policy including but not limited to maintaining of an up to date software media inventory.
- ✓ Database administration for all relational databases.
- ✓ Responsible for information systems availability management (Imaging, backup and restore).

Person Specifications, Experiences and Competences:

- ✓ Bachelor's degree in Computer Science or Information Technology or Physical sciences (Math or Physics) or Electrical/Electronic Engineering or Telecommunications Engineering or related IT field.
- ✓ An IT professional certificate(s) such as Microsoft, Cisco, Oracle, CISA or ITIL is added advantage
- ✓ Significant experience in developing applications
- ✓ Significant experience in website design and maintenance
- ✓ Significant experience in virtualized IT platforms
- ✓ Knowledge of PHP, C#, Visio studio and Java script
- ✓ Knowledge of Microsoft SQL, MySQL and Oracle Databases
- ✓ Knowledge of Microsoft SharePoint
- ✓ Knowledge of Commonly used Internet Browsers
- ✓ Must have a good customer care and people relationship skills.
- ✓ A person of integrity, highly motivated, innovative and a committed team player.

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