



**NATIONAL WATER AND SEWERAGE CORPORATION**  
**JOBS ADVERT**

20<sup>th</sup> JANUARY 2023

**REF: NWSC/HR/EJA/01/2023**

**TO ALL INTERESTED AND SUITABLE APPLICANTS**

National Water and Sewerage Corporation (NWSC) is a Public Utility Company whose mandate, as defined in the NWSC Act (Cap 317 Laws of Uganda 2000 Section 5(1)), is to provide water and sewerage services in areas entrusted to it, on a sound commercial and viable basis. The Corporation currently operates in 268 towns spread across the country.

The Corporation is focussed on ensuring “Water for all, for a delighted customer by a delighted workforce”; and on establishing “transformative, accountable and sustainable service delivery”.

NWSC is an equal opportunity employer and looks out for committed, reliable, self-driven, result-oriented, innovative, qualified employees with integrity.

The vacancies, here-below, do exist in the Corporation and all **interested, suitable and qualified Ugandans** are invited to apply.

**EJA 01/01-2023:**

**DIRECTOR – LEGAL SERVICES – 1 POSITION**

**DUTY STATION:** Head Office, Nakasero, Kampala

**REPORTS TO:** Deputy Managing Director – Board Affairs & Management Services

**MAIN PURPOSE:**

Responsible for effective and proactive representation and protection of NWSC’s interests in all contracts, transactions. Engagements, collaborations and legal matters.

**KEY RESPONSIBILITIES / KEY RESULT AREAS**

- 1) Provision of professional legal services
- 2) Effective representation of the Corporation in the courts of law and other tribunals
- 3) Timely and effective advisory services on all legal matters
- 4) Acquisition and safe custody of land titles for all Corporation Assets.
- 5) Management of insurance policies
- 6) Management of tenancy agreements and ground rates
- 7) Carry out any other tasks assigned by Management

**THE PERSON**

In order to be considered for this position, the applicant must have worked at a Managerial Level for at least five (05) years and should possess the following:

## **EXPERIENCE, KNOWLEDGE & EDUCATION/TRAINING**

### 1) Qualifications

- Bachelor's degree in Law
- Master's degree in: Law, Business Administration, Management, Public Administration or related field
- Diploma in Legal Practice
- Preferred Additional Qualifications
  - Full or part professional qualification such as ICSA or other internationally recognized professional qualification

### 2) Experience and Age

- A minimum of ten (10) years of postgraduate experience in legal services or legal practice in a large reputable organization.
- Age Limit: 35 to 45 years of age

### 3) At least four years working with large parastatal is a must.

## **SKILLS / COMPETENCIES**

- 1) Integrity
- 2) Tact
- 3) Self-Driven
- 4) Objectivity
- 5) Teamwork, managerial and Leadership skills

## **EJA 02/01-2023:**

### **DIRECTOR – INFORMATION TECHNOLOGY – 1 POSITION**

**DUTY STATION:** Head Office, Nakasero, Kampala

**REPORTS TO:** Senior Director – Information & Business Solutions

#### **MAIN PURPOSE:**

To provide overall vision, leadership and strategic management for the acquisition, development and implementation of Corporation-wide information systems and communications technologies.

#### **KEY RESPONSIBILITIES / KEY RESULT AREAS**

- 1) Proactive development and updating of; as well as effective implementation of NWSC IT Policies and procedures.
- 2) Adaptive in-house development and utilization of IT solutions and business applications to promptly respond to NWSC's needs and requirements
- 3) Ensure effective corporate reporting and business intelligence systems
- 4) Development and cost effective execution of enterprise-wide disaster recovery and business continuity plans
- 5) Proactively ensure the Corporation's information and systems security
- 6) Cost effective acquisition, maintenance and deployment of IT hardware and software
- 7) Ensure robust IT infrastructure and network
- 8) Effective management of licenses
- 9) Carry out any other tasks assigned by Management

## **THE PERSON**

In order to be considered for this position, the applicant must have worked at a Managerial Level for at least five (05) years and should possess the following:

## **EXPERIENCE, KNOWLEDGE & EDUCATION/TRAINING**

### 1) Qualifications

- Bachelor's degree in: Information Technology / Computer Science / Software Engineering / Application Development/ or related field
- Master's degree in: Information Technology Management / Business Administration / Project Management / or related field
- Preferred additional qualifications:
  - Oracle or Microsoft programming and/or database certifications

### 2) Experience and Age

- A minimum of ten (10) years of postgraduate experience in IT services – IT governance or applications development or systems administration or IT security management or infrastructure or networks.
- A minimum of five (05) years of postgraduate qualification experience in applications development, decision support and business solutions provision.
- Age Limit: 35 to 45 years of age

### 3) At least four years working with large parastatal is a must.

## **SKILLS / COMPETENCIES**

- 1) Integrity
- 2) Self-driven
- 3) Strong analytical and problem solving skills
- 4) Teamwork, managerial and leadership skills

**EJA 03/01-2023:**

## **DIRECTOR – HUMAN RESOURCE – HEAD OFFICE – 1 POSITION**

**DUTY STATION:** Head Office, Nakasero, Kampala

**REPORTS TO:** Deputy Managing Director – Board Affairs & Management Services

### **MAIN PURPOSE:**

Provide strategic leadership and direction to the Human Resource Management function of the Corporation to ensure achievement of the Corporate goals

### **KEY RESPONSIBILITIES / KEY RESULT AREAS**

- 1) Proactive manpower and succession planning
- 2) Recruitment, selection and placement of staff
- 3) Staff performance management and appraisal
- 4) Effective support to staff training and capacity development
- 5) Staff welfare
- 6) Employee relations management and satisfaction
- 7) Occupational Health and Safety

- 8) Up-to-date and effective implementation of the Human Resource Manual
- 9) Proper maintenance of employee records
- 10) Carry out any other tasks assigned by Management

### **THE PERSON**

In order to be considered for this position, the applicant must have worked at a Managerial Level for at least five (05) years and should possess the following:

### **EXPERIENCE, KNOWLEDGE & EDUCATION/TRAINING**

#### 1) Qualifications

- A Bachelor's Degree in Human Resource or related relevant field.
- A Master's Degree in Management, Human Resource, Public Administration, Psychology or Business Administration.
- Full professional qualification such as; CIPDA, HRMU or other internationally recognized professional qualification
- Preferred Additional Qualifications
  - Full membership of the CIPDA, HRMU etc.

#### 2) Experience

- A minimum of ten (10) years of postgraduate experience in Human Resource management in a large reputable organization
- Age Limit: 35 to 45 years of age

#### 3) Four Years working with large parastatal is a must.

### **SKILLS / COMPETENCIES**

- 1) Integrity
- 2) Self-driven
- 3) Excellent communication and interpersonal skills
- 4) Confidentiality and compassionate
- 5) Professionalism
- 6) Teamwork, managerial and leadership skills

**EJA 04/01-2023:**

### **CHIEF MANAGER – HUMAN RESOURCE – KAMPALA WATER – 1 POSITION**

**DUTY STATION:** NWSC Kampala Water, Jinja Road, Kampala

**REPORTS TO:** General Manager – Kampala Water

### **MAIN PURPOSE:**

Provide leadership and direction to the Human Resource Management function in Kampala Water to ensure industrial harmony, effective employee engagement, high productivity and performance; and achievement of the Corporate goals

### **KEY RESPONSIBILITIES / KEY RESULT AREAS**

- 1) Proactive manpower and succession planning
- 2) Recruitment, selection and placement of staff
- 3) Staff performance management and appraisal
- 4) Effective support to staff training and capacity development
- 5) Staff welfare
- 6) Employee relations management and satisfaction
- 7) Occupational Health and Safety in Kampala Water
- 8) Effective implementation of the Human Resource Manual
- 9) Proper maintenance of employee records
- 10) Carry out any other tasks assigned by Management

### **THE PERSON**

In order to be considered for this position, the applicant must have worked at a Managerial Level for at least five (05) years and should possess the following:

### **EXPERIENCE, KNOWLEDGE & EDUCATION/TRAINING**

- 1) Qualifications
  - A Bachelor's Degree in Human Resource or related relevant field.
  - A Master's Degree in Management, Human Resource, Public Administration, Psychology or Business Administration.
  - Full professional qualification such as; CIPDA, HRMU or other internationally recognized professional qualification
  - Preferred Additional Qualifications
    - Full membership of the CIPDA, HRMU etc.
- 2) Experience
  - A minimum of ten (10) years of postgraduate experience in Human Resource management in a large reputable organization
  - Age Limit: 35 to 45 years of age
- 3) Four Years working with large parastatal is a must.

### **SKILLS / COMPETENCIES**

- 1) Integrity
- 2) Self-driven
- 3) Excellent communication and interpersonal skills
- 4) Confidentiality and compassionate
- 5) Professionalism
- 6) Conversant with Water Utility operations
- 7) Teamwork, managerial and leadership skills

**EJA 05/01-2023:**

**SENIOR MANAGER – HUMAN RESOURCE - REGIONS – 04 POSITIONS**

**DUTY STATION:** Head Office, Nakasero, Kampala; Regional Offices (Northern, Eastern, Central, W&SW Regions)

**REPORTS TO:** Director – Human Resource – Head Office

**MAIN PURPOSE:**

Develop and implement the human resource strategy in the Regions, in line with the Corporate Plan, to meet the short, medium and long term HR policy objectives as well as achievement of the Corporate goals for the Region.

**KEY RESPONSIBILITIES / KEY RESULT AREAS**

- 1) Manpower planning for the Region.
- 2) Coordinate recruitment and selection of the right employees in an effective manner and ensuring the optimum manpower levels at all times to achieve business objectives.
- 3) Ensuring effective settlement and placement of new and transferred employees.
- 4) Coordinate comprehensive training needs assessments in the Region, to support the Corporate staff training and capacity development programmes
- 5) Effective coordination of the staff appraisal and performance management frameworks within the Region.
- 6) Succession planning within the Region.
- 7) Effective implementation and enforcement of HR policies in the Region
- 8) Management of employment contracts and employee records
- 9) Handling employee grievances and disciplinary cases in a timely and effective manner in accordance with HR Manual.
- 10) Carry out any other tasks assigned by Management

**THE PERSON**

In order to be considered for this position, the applicant must have worked at a Principal Level for at least five (03) years and should possess the following:

**EXPERIENCE, KNOWLEDGE & EDUCATION/TRAINING**

- 1) Qualifications
  - A Bachelor's Degree in Human Resource or related relevant field.
  - A Master's Degree in Management, Human Resource, Public Administration, Psychology or Business Administration.
  - Preferred Additional Qualifications
    - HR Professional membership or affiliation.
- 2) Experience
  - A minimum of six (06) years of postgraduate experience in Human Resource management in a large reputable organization
  - Age Limit: 30 to 45 years of age
- 3) Three Years working with large parastatal is a must.

## **SKILLS / COMPETENCIES**

- 1) Integrity
- 2) Self-driven
- 3) Excellent communication and interpersonal skills
- 4) Confidentiality and compassionate
- 5) Professionalism
- 6) Teamwork

## **APPLICANTS MUST SUBMIT THE FOLLOWING:**

- 1) An Application letter with a detailed Curium virtue (CV)
- 2) Three referees (outside NWSC)
- 3) Capability statement of not more than two pages in single spacing word format and Times New Roman Font - Size 12. Capability Statement: *short bio, personal mission statement, achievements in last 5 – 10 years in relation to the applicant’s working experience, plans & strategies for next 3 – 5 years in relation to the key responsibilities (key result areas) respective to the position the applicant is applying for.*

## **PLEASE NOTE THE FOLLOWING:**

- a) All persons who believe they can clearly demonstrate their abilities to meet the criteria given above are encouraged to apply.
- b) Applications should be addressed to the Deputy Managing Director – Board Affairs & Management Services, NWSC.
- c) An applicant must deliver/submit a hard copy of his/her application to the Office of the Deputy Managing Director – Board Affairs & Management Services, NWSC; at the National Water & Sewerage Corporation – Head Office, Plot 3 Nakasero Rd, Kampala.
- d) To be considered, your application must be received by close of business on **Wednesday 8<sup>th</sup> February 2023 at 5.00 p.m.**

## **NWSC MANAGEMENT**