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IN ANY CORRESPONDENCE ON  
THIS SUBJECT PLEASE QUOTE NO.



Ministry of Health  
P. O. Box 7272  
Plot 6, Lourdel Road  
KAMPALA  
UGANDA

## MINISTRY OF HEALTH

### RECRUITMENT OF STAFF TO SUPPORT IMPLEMENTATION OF THE HEALTHCARE WASTE MANAGEMENT SYSTEM

The Ministry of Health in collaboration with the Global Fund to Fight AIDS, Tuberculosis and Malaria is putting in place a system to strengthen healthcare waste management in Uganda. The process includes installation of five incinerators in Lira, Fort portal, Gulu and Mbarara Regional Referral Hospitals and at Kampala Capital City Authority Waste Management Facility to service the respective hospitals and regions in which they are located. The incinerators will be managed by a team of competent staff as part and partial of integrated Health Care Management System.

The Ministry Health therefore seeks to invite suitably qualified Candidates to fill Twenty-five (25) positions based at facility level. The details of the positions are as indicated below:

<b>1. Job Title</b>	: Treatment Facility Manager
<b>Number of positions</b>	: Five (5) - One per incineration site
<b>Reports to</b>	: Biomedical Engineer/Regional Referral Hospital.
<b>Terms</b>	: Contract
<b>Duration</b>	: Two (2) years

#### Qualifications and experience

- A Diploma in Biomedical Engineering or Mechanical Engineering from a recognized Institution with a minimum of post graduate diploma in management
- Experience in working with multi-sectorial stakeholders in different organisations will be added advantage.
- Should have strong problem solving, communication and interpersonal skills.
- Ability to work under minimum supervision.

#### Roles and Responsibilities

- Provide day-to-day technical leadership for waste management schemes, including landfill where applicable.

- b) Supervise the transportation of waste to ensure that it is done in compliance with environmental safety standards to prevent contaminating air, land or water sources.
- c) Assist with the development, promotion and implementation of new waste disposal schemes in the health facility and the region.
- d) Ensure compliance with legislation in the transportation, handling and disposal of waste.
- e) Formulate and control budgets for waste disposal.
- f) Conduct routine monitoring of HCWM implementation, i.e. collate statistics and compile routine and periodic reports to strict deadlines.
- g) Assist with the development of HCWM strategic and implementation plans and in the development of information materials to promote safe implementation and control of HCWM in the facilities.
- h) Aim to meet waste reduction and recycling targets.
- i) Investigate and follow up claims of the illegal dumping of waste and work with other waste regulation enforcement staff.
- j) Identify and target areas with fly tipping or black bag problems, working to find solutions to eliminate them.
- k) Consult with residents, community groups, councillors, housing associations and traders' associations about waste management issues, identify their requirements and recommend appropriate solutions.
- l) Engage in operational research projects and contribute to the institutionalization, environmental control; and participate in activities of regional groups concerned with waste disposal.
- m) Perform any other duties assigned by management from time to time.

### **Deliverables/Outputs**

- a) Monthly performance reports
- b) Quarterly and Annual Performance reports produced.
- c) Contribution to waste management policy formulation related to environmental health and occupational health and safety.
- d) Hazardous and industrial wastes controlled.
- e) Environmental pollution controlled.
- f) Safe sewage/ solid waste disposal controlled.
- g) Status of hospital and environmental wastes monitored.
- h) Capacity building for waste management developed.

- 2. Job Title** : Incinerator Operator  
**Number of positions** : Ten (10) - Two per incineration site  
**Reports to** : Treatment Facility Manager.  
**Terms** : Contract  
**Duration** : Two (2) years

### **Qualifications and experience**

- A Diploma in Mechanical Engineering from a recognized Institution.
- Experience in medical equipment repairs, service and maintenance will be added advantage.
- Ability to work under minimum supervision.

### **Roles and Responsibilities**



- a) Manage day-to-day operations of the incinerator system i.e., waste management.
- b) Provide routine maintenance, repair and service of the Incinerator systems.
- c) Enforce occupational safety standards within the treatment facility.
- d) Update and maintain the spare parts inventory system.
- e) Report to the Treatment Facility Manager on any issues related to the Incinerator machine.
- f) Record and report on daily waste generation.
- g) Perform any other duties as may be assigned by management from time to time.

### **Deliverables/outputs**

- a) Technical reports produced monthly, quarterly and annually.
- b) Mechanical faults on the waste management incinerators and other waste management equipment identified and reported.
- c) Maintenance and repair work executed.
- d) Conduct user and technical trainings.
- e) Waste management equipment inventory inclusive of spare parts inventory.

<b>3. Job Title</b>	: Truck Driver
<b>Number of positions</b>	: Ten (10) - Two per incineration site
<b>Reports to</b>	: Treatment Facility Manager.
<b>Terms</b>	: Contract
<b>Duration</b>	: Two (2) years

### **Qualifications and experience**

- a) Uganda Certificate of education (UCE)
- b) At least two (2) years' experience in driving delivery/tipping trucks.
- c) Have a valid driving permit of class CH.
- d) Ministry of Works Driving Competence Certificate.
- e) Certificate in Defensive Driving is an added advantage.
- f) Certificate in mechanic and maintenance of motor vehicles is an added advantage.
- g) Experience with transportation of healthcare waste is an added advantage.

### **Roles and Responsibilities**

- a) Drive vehicles for the transport of authorized passengers, deliver, and collect items/cargo as required.
- b) Perform day-to-day maintenance of the assigned vehicles; check oil, water, battery, brakes, tires, etc. and ensure that the assigned vehicles are roadworthy and maintained up to the established security standards.
- c) Perform minor repairs, arrange for other repairs, and ensure that the vehicle is kept clean.

- d) Ensure that the steps required by rules and regulations, or other local procedures, are taken in case of involvement in an accident.
- e) Log official trips, daily mileage, gas consumption, oil changes, greasing, etc.
- f) Ensure that instructions and standard operating procedures for safe handling of healthcare waste are followed strictly and adhered to.
- g) Communicating with dispatchers on issues regarding delays, unsafe sites, equipment breakdowns, accidents, or any other operation and maintenance issues.
- h) Ensures valid documentation for passengers, items or cargo in vehicle.
- i) Perform other related duties as required by management.

### **Deliverables/Outputs**

- a) Waste collected from health facilities on a timely basis.
- b) Waste delivered to the waste management centres (incinerator sites) on a timely basis.
- c) Mechanical faults on the waste management trucks identified and reported.
- d) Accountability for fuel funds.
- e) Truck cleaned.
- f)

### **Application Procedure**

All Applications for the position of Treatment Facility Manager, Incinerator Operator and Truck Driver should be addressed to the Permanent Secretary, Ministry of Health, P.O. Box 7272, Plot 6, Lourdel Road, Wandegaya, KAMPALA, (and should be hand delivered to Ministry of Health Headquarters Security Registry in Room A.102, between 8.00 am — 5.00 pm working days) to be received not later than Friday 30<sup>th</sup> June 2023 at 5:00pm

For further details, please visit the Ministry of Health Website on <https://www.health.go.ug>

Please note that.

- All applications should bear the title of the post being applied for.
- The site/ Station where applicant would like to serve.
- Applicants should include their telephone and email contacts on their application forms.

Applicants should attach the following to their applications.

- 1) Recent passport-size photograph.
- 2) Detailed Curriculum Vita showing three referees.
- 3) Copies of academic papers
- 4) Copy of National Identity Card

Applicants who will be shortlisted for interviews shall be required to present Originals of their Academic Transcripts and Certificates and National Identity Cards at the time of sitting the Interviews.



Dr Diana Atwine  
**PERMANENT SECRETARY**