



## PRISONS AUTHORITY

### PRISONS AUTHORITY EXTERNAL ADVERT No. 01/2019

Applications are invited from suitably qualified Ugandans to fill vacant posts of Cadet Assistant Superintendents of Prisons existing in the Uganda Prisons Service (UPS).

Applications should be filled in triplicate on Public Service Commission Form 3 (2008) and submitted to the **Secretary, Prisons Authority**, P.O. Box 7191, **KAMPALA**, Social Security House, 4<sup>th</sup> Floor, Plot 4, Jinja Road, not later than **30<sup>th</sup> July, 2019**. Handwritten applications are also acceptable.

The application forms are obtainable from the Prisons Authority Secretariat on 4<sup>th</sup> Floor, Social Security House, Plot 4, Jinja Road, Kampala; Public Service Commission or Ministries/Departments and District Service Commission Offices or can be downloaded from the Public Service Commission website: [www.psc.go.ug](http://www.psc.go.ug).

The applications should bear the title as well as the Reference Number of the post applied for. Applicants should attach three recent passport size photos, three sets of certified photocopies of their academic transcripts and certificates and National identity card (ID). Applicants subsequently shortlisted for oral interviews shall be required to present certified copies and originals of the academic transcripts and certificates at the time of sitting interviews.

Applicants should apply for a maximum of only two (2) posts clearly indicating the first and second choice against the post applied for.

**Officers already in Government Service should not apply.**

All applicants must be physically and medically fit and should not have been convicted of any criminal offence in any court of law.

In addition, successful candidates must be prepared to undergo a Twelve (12) months Cadet Assistant Superintendent of Prisons Officers' course at the Prisons Staff College and Training School plus three (03) months attachment. Uganda Prisons Service is an equal opportunity employer.

**Applicants should have the following competencies:**

- Results Orientation; Ethics and Integrity; Interpersonal Skills; Ability to adapt to multi-cultural settings; Communication Skills; Team Building and Problem Solving skills.

Cadet Officers in scientific and professional fields must be prepared to work in a Penal Institution on general duties for at least two years before deployment to their respective areas of specialization.

Applicants who shall not hear from the Prisons Authority on completion of the recruitment and selection exercise should consider themselves unsuccessful.

#### MINISTRY OF INTERNAL AFFAIRS (UGANDA PRISONS SERVICE)

<b>POST:</b>	<b>CADET ASSISTANT SUPERINTENDENT OF PRISONS (COMPUTER SCIENCE) REF: PA. 01/19</b>
<b>SALARY:</b>	<b>UGANDA GOVERNMENT SCALE U4 (SCIENCE)</b>
<b>NO. OF VACANCIES:</b>	<b>02 (TWO)</b>
<b>AGE:</b>	<b>21-30 YEARS</b>

#### MINIMUM ACADEMIC QUALIFICATIONS:

Applicants should be Ugandans holding an Honours Bachelors degree in Computer Science or Information and Communications Technology from a recognized University or Institution.

#### DUTIES:

The incumbent will be responsible to the Head of Information and Communications Technology Unit for performing the following duties:

- Designing, implementing and maintaining Prisons Management Information Systems responsive to Service needs;
- Maintaining computer networks at various levels of the organization;
- Designing, updating and maintenance of various databases;
- Carrying out regular hardware and software maintenance on the designed system and routine trouble shooting;
- Conducting regular systems audit to determine information needs of the service and making proposals to Management for adoption and approval;
- Designing ICT training programmes for prisons staff;
- Any other duties as may be assigned from time to time.

<b>POST:</b>	<b>CADET ASSISTANT SUPERINTENDENT OF PRISONS (WOOD SCIENTIST) REF: PA. 02/19</b>
<b>SALARY:</b>	<b>UGANDA GOVERNMENT SCALE U4 (SCIENCE)</b>
<b>NO. OF VACANCIES:</b>	<b>02 (TWO)</b>
<b>AGE:</b>	<b>21-30 YEARS</b>

#### MINIMUM ACADEMIC QUALIFICATIONS

Applicants **should** be Ugandans holding an Honours Bachelors degree in Wood Science or Chemical Engineering or Wood Technology from a recognized University or Institution.

#### DUTIES:

The incumbent will be responsible to the Immediate Supervisor for performing the following duties:

- Studying properties of wood to find ways of processing raw material into different products;
- Finding raw materials for different timber products;
- Preparing, storing and controlling raw materials;
- Carrying out scientific and industrial research on different wood products;
- Experimenting methods (Technologies) for drying/harvesting wood;
- Maintaining process control for quality assurance;
- Any other duties as may be assigned from time to time.

<b>POST:</b>	<b>CADET ASSISTANT SUPERINTENDENT OF PRISONS (AGRICULTURAL ENGINEER) REF: PA. 03/19</b>
<b>SALARY:</b>	<b>UGANDA GOVERNMENT SCALE U4 (SCIENCE)</b>
<b>NO. OF VACANCIES:</b>	<b>01 (ONE)</b>
<b>AGE:</b>	<b>21-30 YEARS</b>

#### MINIMUM ACADEMIC QUALIFICATIONS

Applicants **should** be Ugandans holding an Honours Bachelor of Science Degree in Agricultural Engineering from a recognized University or Institution.

#### DUTIES:

The incumbent will be responsible to the Immediate Supervisor for performing the following duties:

- Planning, designing, testing and adoption of appropriate farm power sources, tools, implements and machinery according to technical specifications in conformance with environmental standards;
- Compiling and maintaining data on appropriate farm power sources, tools, implements and machinery;
- Determining and specifying fabrication methods, materials and quality standards and developing necessary designing, drawings and plant;
- Directing the fabrication of appropriate farm tools, implements and machinery in conformity with acceptable standards;
- Setting maintenance and repair procedures for farm power tools, implements and machinery;
- Designing and testing farm power tools, implements and machinery and related technologies in order to ensure viability, efficiency and effectiveness;
- Any other duties as may be assigned from time to time.

<b>POST:</b>	<b>CADET ASSISTANT SUPERINTENDENT OF PRISONS (MEDICAL OFFICER) REF: PA. 04/19</b>
<b>SALARY:</b>	<b>UGANDA GOVERNMENT SCALE U4 (MEDICAL-1)</b>
<b>NO. OF VACANCIES:</b>	<b>02 (TWO)</b>
<b>AGE:</b>	<b>21-30 YEARS</b>

#### MINIMUM ACADEMIC QUALIFICATIONS

Applicants should be Ugandans holding a Bachelor of Medicine and Bachelor of Surgery



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(MB. Ch. B) degree or its equivalent from a recognized University or Institution. Applicants must be registered and licensed with Uganda Medical and Dental Practitioners Council.

#### DUTIES:

The incumbent will be responsible to the Medical Superintendent, Murchison Bay Hospital for performing the following duties: -

- (i) Carrying out diagnosis, treatment and management of patients;
- (ii) Evaluating patients and referring them for specialized health care;
- (iii) Promoting public health practices in the community;
- (iv) Conducting outreach and community health programmes;
- (v) Conducting research activities and health data collection;
- (vi) Compiling and submitting periodic medical reports;
- (vii) Any other duties as may be assigned from time to time.

<b>POST:</b>	<b>CADET ASSISTANT SUPERINTENDENT OF PRISONS (AGRICULTURAL OFFICER) REF: PA. 05/19</b>
<b>SALARY:</b>	<b>UGANDA GOVERNMENT SCALE U4 (SCIENCE)</b>
<b>NO. OF VACANCIES:</b>	<b>03 (Three)</b>
<b>AGE:</b>	<b>21-30 YEARS</b>

#### MINIMUM ACADEMIC QUALIFICATIONS

Applicants should be Ugandans holding an Honours Bachelors degree in Agriculture (Crop option) from a recognized University or Institution.

#### DUTIES:

The incumbent will be responsible to the Officer In-Charge of a Prisons Farm for performing the following duties: -

- (i) Coordinating crop husbandry activities on prisons farms;
- (ii) Carrying out project planning, monitoring and evaluation of agricultural activities;
- (iii) Liaising with other related organizations: e.g. NARO, NFA, District Agricultural Institutes on Agricultural related activities;
- (iv) Submitting monthly, quarterly and annual reports on agricultural activities;
- (v) Identifying agricultural inputs and implements;
- (vi) Supervising and appraising subordinate staff;
- (vii) Working out a comprehensive agricultural rehabilitation programmes for inmates;
- (viii) Any other duties as may be assigned from time to time.

<b>POST:</b>	<b>CADET ASSISTANT SUPERINTENDENT OF PRISONS (VETERINARY OFFICER) REF: PA. 06/19</b>
<b>SALARY:</b>	<b>UGANDA GOVERNMENT SCALE U4 (SCIENCE)</b>
<b>NO. OF VACANCIES:</b>	<b>01 (ONE)</b>
<b>AGE:</b>	<b>21-30 YEARS</b>

#### MINIMUM ACADEMIC QUALIFICATIONS

Applicants should be Ugandans holding an Honours Bachelors Degree in Veterinary Medicine from a recognized University or Institution.

#### DUTIES:

The incumbent will be responsible to the Immediate Supervisor for performing the following duties:

- (i) Monitoring and controlling the occurrence and spread of animal diseases;
- (ii) Treating sick animals and advising on their handling and care;
- (iii) Advising management on better animal production techniques;
- (iv) Advising on pasture management, farm structures and farm management;
- (v) Collecting and documenting data on livestock and poultry;
- (vi) Any other duties as may be assigned from time to time.

<b>POST:</b>	<b>CADET ASSISTANT SUPERINTENDENT OF PRISONS (ECONOMIST) REF: PA.07/19</b>
<b>SALARY:</b>	<b>UGANDA GOVERNMENT SCALE, U4 (UPPER)</b>

<b>NO. OF VACANCIES:</b>	<b>02 (TWO)</b>
<b>AGE:</b>	<b>21-30 YEARS</b>

#### MINIMUM ACADEMIC QUALIFICATIONS

Applicants should be Ugandans holding an Honours Bachelors Degree in Economics from a recognized University or Institution.

#### DUTIES:

The incumbent will be responsible to the Immediate Supervisor for performing the following duties:

- (i) Identifying, preparing and appraising development projects/programmes;
- (ii) Preparing economic data for input into the Budget Framework Paper and UPS budget;
- (iii) Preparing quarterly, semi-annual and annual budget performance reports;
- (iv) Collecting, analyzing and storing data related to economic/financial trends;
- (v) Analyzing and formulating development strategies;
- (vi) Any other duties as may be assigned from time to time.

<b>POST:</b>	<b>CADET ASSISTANT SUPERINTENDENT OF PRISONS (COMMERCIAL ARTIST) REF: PA 08/19</b>
<b>SALARY SCALE:</b>	<b>UGANDA GOVERNMENT SCALE U4 (UPPER)</b>
<b>NO. OF VACANCIES:</b>	<b>01 (ONE)</b>
<b>AGE:</b>	<b>21-30 YEARS</b>

#### MINIMUM ACADEMIC QUALIFICATIONS

Applicants should be Ugandans holding an Honours Bachelors Degree in Fine and Industrial Art from a recognized University or Institution.

#### DUTIES:

- (i) Developing displays, brochures and packaging graphics;
- (ii) Designing print advertisements and marketing materials for publication;
- (iii) Designing promotional materials and commercials for Uganda Prisons Service;
- (iv) Any other duties as may be assigned from time to time.

<b>POST:</b>	<b>CADET ASSISTANT SUPERINTENDENT OF PRISONS (GENERAL DUTIES) REF: PA. 09/19</b>
<b>SALARY:</b>	<b>UGANDA GOVERNMENT SCALE U4 (LOWER)</b>
<b>NO. OF VACANCIES:</b>	<b>66 (SIXTY-SIX)</b>
<b>AGE:</b>	<b>21-30 YEARS</b>

#### MINIMUM ACADEMIC QUALIFICATIONS

Applicants should be Ugandans holding an Honours Bachelors Degree in any of the disciplines either in Arts or Sciences (Pure and Applied) from a recognized University or Institution.

#### DUTIES:

The incumbent will be responsible to the Officer In-Charge of a Correctional Institution for performing the following duties:

- (i) In- Charge of Prisons Institutions;
- (ii) Responsible for safety and security of the institution;
- (iii) Responsible for correctional training of inmates confined therein;
- (iv) Supervising and appraising subordinate staff;
- (v) Responsible for discipline of institutional staff and inmates;
- (vi) Responsible for general accountability of arms, ammunitions, clothing and other Government stores;
- (vii) Any other duties as may be assigned from time to time.

Dr. Benon M. Mutambi

PERMANENT SECRETARY/ SECRETARY PRISONS AUTHORITY