



The Republic of Uganda

BUKOMANSIMBI DISTRICT LOCAL GOVERNMENT
OFFICE OF THE DISTRICT SERVICE COMMISSION
P.O BOX 293, MASAKA,

INTERNAL ADVERT NO: DSC/156/4/INT/02/2022 DATE: 14/07/2022

Applications are invited from ONLY qualified **Public Servants** to apply for the following posts as per details below.

Application forms PS Form 3 (Revised 2008) are obtainable from the Office of the Public Service Commission, Kampala, District Service Commissions and Chief Administrative Officer's Office or www.psc.co.ug.

Filled forms (3) copies must be accompanied by 3 recent colored pass port size photographs, copy of National ID plus copies of all relevant certificates, transcripts, appointment letters, Practicing License (Where applicable), 3 copies of Performance Appraisal Reports for the 3 recent years, plus any other document you may deem necessary for the post, to reach the **Secretary District Service Commission, P.O. Box 293, Masaka not later than 14th August, 2022 at 5pm.**

Serving officers should route their applications through their Heads of Departments who should be advised of the closing date to avoid delays.

Note 1: Please indicate on your application Form reliable Postal Addresses, Telephone contact and email addresses.

Note 2: Shortlisted applicants will be required during interviews to come along with all their original documents as per copies attached during application.

DEPARTMENT: HEALTH

Job Title	:	Laboratory Technician
Ref	:	BDSC/INT/01/02/2022
Vacancies	:	01
Salary Scale	:	U5Med
Age Limit	:	22-50 Years

(a) Qualifications:

1. Must have a Diploma in Medical Laboratory Techniques from a recognized Institution.
2. Must be registered and Licensed with the Allied Health Professional Council

(b) Key Competences required for the Post

- Information Technology;
- Result Orientation;
- Concern for quality and standards;
- Ethics and integrity;

- Communication; and
- Time Management.

Key Duties of the Post/Key Result Areas

- i. Analyzing and interpreting laboratory test results and submit reports.
- ii. Liaise with ward management in the preparation of patients for laboratory tests.
- iii. Advising clinical staff in collection, handling and transportation of specimens to the laboratory.
- iv. Requisitioning and accounting for laboratory materials and sundries.
- v. Maintaining an inventory of the laboratory equipment and ensure their functionality.
- vi. Enforcing safety and quality control measures in the Laboratory.
- vii. Participating in Primary Health Care activities
- viii. Compiling, analyzing and preparing performance reports for submission to relevant authorities; and
- ix. Carrying out research activities.

DEPARTMENT	:	HEALTH
Job Title	:	Assistant Inventory Management Officer
Ref	:	BDSC/INT/02/02/2022
Vacancies	:	01
Salary Scale	:	U5
Age Limit	:	22-50 Years

a) Qualifications

A Diploma in Stores/Supplies Management or Procurement or equivalent qualification from a recognized institution.

(b) Key Competences required for the Post

- Information and Communication Technology (ICT);
- Planning, Organizing and Coordination
- Records and Information Management
- Concern for quality and standards
- Ethics, integrity and confidentiality; and Communication
- Public relations and Public care

Key Duties of the Post/Key Result Areas

- i. To receive, keep, retrieve and issues stores in accordance with established procedures
- ii. To receive and compile requisition orders;
- iii. To verify invoices against goods received notes;
- iv. To post and maintain stores records;
- v. To undertake stock-taking and stock-inspection.

For more details about these posts, please contact the District Service Commission /Bukomansimbi Notice Board or visit www.bukomansimbi.go.ug.

SECRETARY DISTRICT SERVICE COMMISSION/BUKOMANSIMBI