



JOB OPPORTUNITIES

Uganda Technical College – Kichwamba is a Public Tertiary Institution of Higher learning offering National Diploma and International Technical Certificates Courses in the Engineering fields. It reports to the Ministry of Education and Sports under the Department of TVET -OM.

The Governing Council and Management are seeking to fill up the following vacancies. Applications are invited from suitably qualified Ugandans to fill the following posts. Applications should be addressed to the Secretary Governing Council l- Uganda Technical College Kichwamba P.O Box 33 Fort portal not later than 25th August, 2023.

S/N	JOB TITLE	JOB PURPOSE	JOB DESCRIPTION	QUALIFICATIONS	KEY OUT PUTS	PERSONAL ATTRIBUTE
1.	CCTV Attendants (2) Salary scale: U8 Reports to: Systems Administrator Age:20-40 years	To maintain high level of security and Safety within and around College	<ul style="list-style-type: none"> Operating and monitoring surveillance security systems/ cameras within the control centre and to ensure their proper functionality at all times. Recording all events, incidents and actions taken in a clear, legible and accurate format. Monitoring people in different College locations to identify instances of suspicious or unusual behaviors 	<ul style="list-style-type: none"> The applicant should have attained a minimum qualification of Uganda Certificate of Education. Experience in security roles, 	<ul style="list-style-type: none"> Surveillance security systems operated and monitored All events well recorded and appropriately stored Suspicious indications identified in time 	<ul style="list-style-type: none"> Trustworthy Excellent eyesight Able to react quickly and calmly in an emergency Strong written and verbal communication skills Ability to identify small , apparently unnoticeable details

			<input type="checkbox"/> Pick up early indications of problems pertaining to security and safety and respond appropriately <input type="checkbox"/> Liaising with security staff on ground to provide detailed intelligence about suspects, such as their appearance, actions or location <input type="checkbox"/> Providing information to any inquiries by providing access to CCTV recordings, or copies of footage, whenever required <input type="checkbox"/> Any other duties assigned to you by your Supervisors from time to time.	policing or armed services is preferred <input type="checkbox"/> CCTV certification and computer experience is desirable		<input type="checkbox"/> Ability to work independently and to multi task
2	Warden (1) Salary Scale: U6 Reports to: Dean of Students Age: 25-45 years	To provide general administration of the Hostels including students' welfare and discipline	<ul style="list-style-type: none"> • Receive students' admission lists and allocate them hostels of residence. • Provides all requirements to students as stipulated in the Admission Form. • Monitor that all hostels are generally clean, organized and well maintained. • Keep updated records of all students/persons residing in hostels. • Provide psycho-socio support to students. • Ensure general cleanliness in the Hostels • Initiate the development and 	Diploma in Education, Social Sciences, or Public Administration.	<input type="checkbox"/> Students' accommodation lists kept. Students hostel requirements provided and records kept. <input type="checkbox"/> Clean, organized and maintained hostels. <input type="checkbox"/> Updated hostels inventory. <input type="checkbox"/> Psycho-Socio support records kept and monitored. Hostel plans and	<input type="checkbox"/> Punctuality <input type="checkbox"/> Mentally strong <input type="checkbox"/> Long hours working capacity <input type="checkbox"/> Be positive with students. Availability <input type="checkbox"/> Ethical <input type="checkbox"/> Patient <input type="checkbox"/> Trustworthy <input type="checkbox"/> Cheer leader <input type="checkbox"/> Problem solver <input type="checkbox"/> Independent <input type="checkbox"/> <input type="checkbox"/>

			<p>implementation of plans and budgets for hostels. Develop and keep updated</p> <ul style="list-style-type: none"><input type="checkbox"/> inventory of accommodation/hostel facilities. Enforce College rules and regulations that apply to hostels. Coordinate with students' leaders<input type="checkbox"/> to ensure effective administration of hostels and provision of welfare services. Attends to meetings arranged by the Dean of Students.<input type="checkbox"/>		<ul style="list-style-type: none"><input type="checkbox"/> budgets developed and implemented. Students' discipline enforcement records kept.	
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