



UGANDA BUREAU OF STATISTICS



VACANCY ANNOUNCEMENT - EXECUTIVE DIRECTOR - (Re-advertised)

The **Uganda Bureau of Statistics (UBOS)** is a semi-autonomous body established by an Act of Parliament (1988) to promote the production of reliable official statistics and ensure the development and maintenance of the National Statistical System.

The Bureau's core business includes, among others, the Production, Coordination and Dissemination of official statistics to support development processes at local and national government levels, including policy, planning, decision-making, monitoring and evaluation.

The Bureau is seeking to recruit an exceptional and dynamic qualified Ugandan Professional with high integrity and proven leadership skills, who is self-motivated and results oriented, to fill the position of **Executive Director**.

Position: **EXECUTIVE DIRECTOR**

Reports: **Board of Directors**

Type of appointment: **Contract appointment of 5 years renewable once based on satisfactory performance**

Role: To provide strategic, technical, professional and managerial leadership and guidance in the production and development of statistics in line with the National Statistical System (NSS)

Key Result Areas:

The responsibilities of the Executive Director will include the following:

- Be responsible for the day to day management of the Bureau
- Provide overall direction, leadership and coordination in developing implementing as well as Monitoring and Evaluation of the Bureau's strategic plan
- Oversee all the technical and administrative operations of the Bureau with regard to production and coordination of statistics in the National Statistical System
- Oversee the financial, human resource and administrative management of the Bureau
- Be a member of the Board of Directors and provide appropriate recommendations for consideration of the Board and ensure implementation of Bureau policies and programmes
- Be the Accounting Officer responsible for preparing and executing the Bureau Budgets and ensuring prudent management of all resources
- Prepare the annual reports for the Bureau and quarterly progress reports to the Board and the Minister.
- Take a leading role in developing efficient and cost effective internal management structures to ensure for optimum performance, transparency and accountability
- Represent the Bureau at national, regional and international fora



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- Ensuring strong collaboration with partners and stakeholders on issues of statistics
- Be the chief spokesperson of the Bureau, oversee the Public Relations function and be responsible for the promotion of the corporate image of the Bureau
- Promote sound corporate governance and ethical standards at all levels within the Bureau
- Any other duties as the Board of Directors and/or Minister responsible for statistics may determine; which are in line with the Bureau's mandate

Minimum Requirements:

Qualifications:

- Must possess an honours degree and post-graduate training in either Statistics or Economics with Statistics or Quantitative Economics or Economics with Mathematics from a recognized institution. Equivalent qualifications in Statistics and related fields will be considered.
- Possession of a PhD in a relevant field will be an added advantage

Experience:

- Fifteen (15) years professional working experience with at least 3 years at a senior managerial level in a Government Department or reputable Agency in the field of statistical production and development.
- Knowledge and exposure to Financial Management and Budgeting tools
- Adequate exposure in interfacing with Chief Executive Officers of the MDAs, Development Partners and Higher Local Governments.
- Excellent partnership and stakeholder engagement skills
- Experience in resource mobilization

Other Requirements:

- Excellent communication skills and interpersonal relations
- Sound knowledge and appreciation of computer applications
- Proven leadership and managerial abilities
- High negotiation, team building and decision-making skills
- Excellent analytical, financial and presentation skills
- High morals, ethics and integrity
- Ability to lead and motivate a professional team with focus on results-oriented performance

Salary and fringe benefits:

An all-inclusive commensurate package in line with the Uganda Bureau of Statistics salary structure shall be paid to the most suitable candidate.



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Interested eligible applicants should submit their typed and signed applications accompanied by photocopies of academic transcripts, testimonials and CVs including full postal/email address, telephone numbers, indicating, the names and contact addresses of **three** competent referees to;

The Chairman, Board of Directors

Uganda Bureau of Statistics

Statistics House

Plot 9 Colville Street

P. O. Box 7186

Kampala

Tel: 256-414-706000

Email: chairman@ubos.org

www.ubos.org

So as to reach the Uganda Bureau of Statistics Registry, Statistics House, Floor 7, Room 7.9 not later than 4:00pm, Monday November 5, 2018

Uganda Bureau of Statistics is an all-equal employment opportunity organisations. Females with required qualifications are encouraged to apply. All Candidates who responded to the earlier advert in July 2018 are encouraged to re-apply.

Any lobbying will lead to disqualification