



P. O Box 7625
Kampala, Uganda
Hannington Rd, Plot 10

Phone: +256 41 4233433/4
Fax: +256 41 4341789
Email: transco@uetcl.com

UGANDA ELECTRICITY TRANSMISSION COMPANY LTD

VACANCIES ANNOUNCEMENT

Uganda Electricity Transmission Company Limited (UETCL) a fully state owned limited Company is a lead player in the Uganda power sector. It is responsible for the bulk purchase and sale of electricity from the generating companies and to the distribution companies respectively throughout Uganda. It is also responsible for all exports and imports of electricity in Uganda.

Our Vision is:

"To become a leading strategic business partner in the transmission and Single Buyer Business and to support sustainable energy development in Uganda"

Our Mission is:

- To dispatch, transmit quality and reliable bulk power in a viable and efficient manner
- To be an efficient and commercially focused single buyer actor
- To mitigate emergency power situations in Uganda

UETCL seeks suitable qualified candidates to fill the following vacancies on the Organisation Structure:

1. PROJECT ENGINEER (TRANSMISSION LINES) (1 Post)

Purpose:

The purpose of the position is to plan, supervise and execute all transmission lines related projects. The holder will report to Senior Project Engineer (Transmission Lines).

KEY RESULT AREAS:

- Participate in the procurement of consultancy, turnkey (supply and installation of equipment) contracts for on going and proposed projects.
- Participate in the design of transmission lines and related facilities as part of the on going system expansion drive being undertaken by UETCL.
- Design and develop technical specifications for on going and proposed transmission line projects
- Supervise various consultants contracted by UETCL for design and supervision of transmission lines related to works
- Monitor transmission line projects in respect of agreed milestones and performance indicators.
- Prepare and review contracts, design and documentation carried out by UETCL consultants for procurement of works for transmission lines.
- Process tender evaluations and contract awards through authorities as outlined in Government of Uganda and multi lateral agency guidelines.
- Supervise all substation project designs, execution, in order to achieve Company objectives in a timely and economical manner.
- Coordinate and supervise all transmission line project designs, execution, in order to achieve Company objectives in a timely and economical manner.
- Undertake the preparation of project implementation plans for planned transmission projects, including work programmes, budgets, and manning schedules.
- Prepare progress reports for ongoing contracts on transmission lines in accordance with the financing agency requirements.

And to carry out any other duties as may be assigned from time to time.

THE PERSON SPECIFICATIONS:

The desired person should have the following essential requirements.

- University Degree in Electrical or Civil Engineering or equivalent qualification.
- Post Graduate training in Project planning and Management or Business Administration will be of added advantage.
- Age: Not above 40 years.
- Significant experience in management of electricity projects in the power sector.
- Significant experience in transmission line works.
- Significant experience with donor funded projects and reporting practices.
- Must have good supervisory and interpersonal skills.
- Must be computer literate
- Must be able to withstand stressful work situations and have willingness to work long hours outside the normal hours
- Possession of a valid National Driving Permit is desired.
- Prepared to drive to various project sites in the country.
- A person of high integrity, must be highly motivated, innovative and a committed team player.

2. PROJECT ENGINEER (SUBSTATIONS) (1 Post)

Purpose:

The purpose of the position is to plan, supervise and execute all substations related projects. The holder will report to Senior Projects Engineer (Substations).

KEY RESULT AREAS:

- Coordinate the procurement of consultancy services and contractors for the supply of equipment for substations.
- Design and develop technical specifications for proposed rehabilitation in substations projects or in the construction of new ones.
- Participate in the design of protection and controls required in substation works.
- Supervise and coordinate all engineering works at substations to achieve quality and economy works.
- Prepare and review contracts, design and documentation carried out by UETCL consultants for procurement of works at substations.
- Monitor ongoing projects in respect of agreed milestones and performance indicators.
- Process tender evaluations and contract awards through authorities as outlined in Government of Uganda and multi lateral agency guidelines.
- Supervise all substation project designs, execution, in order to achieve Company objectives in a timely and economical manner.
- Prepare progress reports for ongoing contracts in substations in accordance with the financing agency requirements.
- Undertake the preparation of project implementation plans for planned substation projects, including work programmes, budgets, requirements, and staffing schedules.

And to carry out any other duties as may be assigned from time to time.

THE PERSON SPECIFICATIONS:

The desired person should have the following essential requirements.

- Higher Technical Diploma (HTD) or its equivalent in Electrical Engineering.
- Experience of three years in planning and preparing of projects documents in the Electricity Industry.
- Age: Not above 30 years.
- Must possess interpersonal and communication skills.
- Conversant with various funding agencies' guidelines.
- Must be computer literate.

- University Degree in Electrical or Civil Engineering or equivalent qualification.
- Post Graduate training in Project planning and Management or Business Administration will be of added advantage.
- Age: Not above 40 years.
- Significant experience in management of electricity projects in the power sector.
- Significant experience in substation works and projects.
- Significant experience with donor funded projects and reporting practices.
- Must have good supervisory and interpersonal skills.
- Must be computer literate.
- Must be able to withstand stressful work situations and have willingness to work long hours outside the normal hours.
- Possession of a valid National Driving Permit is desired.
- Prepared to drive to various project sites in the country.
- A person of high integrity, must be highly motivated, innovative and a committed team player.

3. PROJECTS ENGINEER (MONITORING) (1 Post)

Purpose:

The purpose of the position is to plan, execute, monitor and implement all UETCL on lines projects. The holder will report to Senior Projects Engineer (Monitoring).

KEY RESULT AREAS:

- Monitor project activities in accordance with project works plans and recommend corrective action to ensure delivery of timely and cost effective outputs.
- Monitor the implementation and participate in the design of substations and transmission lines and check conformity with agreed criteria
- Monitor and co-ordinate all engineering works in UETCL, as assigned, so as to achieve quality and economy of works.
- Monitor UETCL line projects in respect of agreed milestones and performance indicators.
- Participate in tender evaluations in the line with Government of Uganda and multi lateral/ Donor agency procurement guidelines
- Monitor the execution of projects in order to achieve Company objectives in a timely and economical manner.

And to carry out any other duties as may be assigned from time to time.

THE PERSON SPECIFICATIONS:

The desired person should have the following essential requirements.

- University Degree in Electrical or Civil Engineering or equivalent qualification.
- Experience in supervision of power projects.
- Experience in monitoring Multilateral /donor financed projects.
- Significant experience with donor funded projects in terms of procurement practices and monitoring requirements.
- Computer literacy in most engineering related software like AutoCAD, PSSE, etc.
- Age: Not above 40 years.
- Significant experience in management of electricity projects in the power sector.
- Must have good supervisory and interpersonal skills.
- Must have good analytical and communication skills.
- Must be able to withstand stressful work situations and have willingness to work long hours outside the normal hours
- Possession of a valid National Driving Permit is desired.
- A person of high integrity, must be highly motivated, innovative and a committed team player.

4. PROJECTS TECHNICAL ASSISTANT (1 Post)

The holder will report to the Projects Engineers.

KEY RESULT AREAS:

- Coordinate the procurement of consultancy services and contractors for the supply of equipment for projects.
- Design and develop technical specifications for proposed rehabilitation in substations projects or in the construction of new ones.
- Prepare and review contracts, design and documentation carried out by UETCL consultants for procurement of works in projects.
- Prepare progress reports for ongoing contracts in accordance with the financing agency requirements.
- Undertake the preparation of project implementation plans for planned projects, including work programmes, budgets, requirements, and staffing schedules.

And to carry out any other duties as may be assigned from time to time.

THE PERSON SPECIFICATIONS:

The desired person should have the following essential requirements.

- Higher Technical Diploma (HTD) or its equivalent in Electrical Engineering.
- Experience of three years in planning and preparing of projects documents in the Electricity Industry.
- Age: Not above 30 years.
- Must possess interpersonal and communication skills.
- Conversant with various funding agencies' guidelines.
- Must be computer literate.

- Must be able to withstand stressful work situations and have willingness to work long hours outside the normal hours.
- Possession of a valid National Driving Permit is desired.
- A person of high integrity, must be highly motivated, innovative and a committed team player.

5. CONTROL ENGINEER – SOFTWARE (1 Post)

The position under the Operations and Maintenance Department is located at the System Control Centre Lugogo and reports to the Senior Control Engineer.

Purpose:

The purpose of the position is to manage/maintain the SCADA System Software on a daily basis.

KEY RESULT AREAS:

- a) Control system adaptation works when new stations/objects to be remotely monitored are introduced**
 - Build the new station or add new objects to existing stations database using the Data Engineering tool.
 - Generate appropriate new system displays whenever new objects are added.
 - Generate system reports whenever new objects are added.
 - Update as built drawings reflecting new objects added.
 - Configure and implement ICCP objects whenever need for Control Centres to share SCADA/EMS data arise.
 - Point list data compilation.
 - TSYSTEM integration-Point to Point tests.
 - SCADA/EMS documentation kept updated.

(b) Data Backup/Archiving

- Perform regular database backup (Avanti & DE-Oracle database).
- Perform regular system backup (HP TRU 64 Unix platform)
- Perform daily checks on system traps/error log messages.
- Data archiving procedures and access routines are implemented and documented.

(c) Database Maintenance

- Prepare procedures for diagnosis and framework for software troubleshooting.
- Run maintenance routines like debugging autogens, etc.
- Test result templates preparation.
- Software definitions implementation in the SCADA/EMS database.
- Database maintenance routines documentation, implementation and periodically reviewing.
- SCADA point data compiled.
- Substations integration protocols documentation, implementation and periodically reviewing.
- SCADA/EMS documentation kept updated.
- Restoration from backups (back-ins/restorations)
- Locate and correct possible database errors (introduced during database generation etc)
- Client images of computers that have Microsoft Operating System (Windows-XP, Windows2000 etc) using data backup/recovery tools like Norton Ghost etc.

(d) Control System Maintenance Log

- Suspected errors in S/W and H/W logged.
- Software correction/modifications
- Backup activities logged.

(e) Licence Maintenance

- Software licences are updated in time so as to maintain system availability all the time.

(f) System administration

- Start-up and shutdown of system
- Antivirus install/upgrade
- File system administration (HP-UNIX TRU 64 PLATFORM)
- Managing disk space (hardware)
- User administration – provide system operators with support on all software related problems.
- Disaster preparedness and recovery procedures.
- Data security.
- Ensure and manage automatic data archiving routines on to the magnetic tape storage media.
- TCP/IP and Ethernet network configuration, management & troubleshooting.
- To configure and manage ISS00 server and client services.

(g) Research and development

- Carry out research aimed at continuous development and improving the SCADA/EMS system.

And to carry out any other duties as may be assigned from time to time.

THE PERSON SPECIFICATIONS:

The desired person should have the following essential requirements:

- University Degree in Electrical Engineering or equivalent.
- Age: Not above 32 years.
- Significant experience in operation and maintenance of computers and databases.
- Familiarity with the electricity sector is an added advantage.
- Computer literacy is mandatory.

- Must possess a valid driving permit.
- Must be willing to undergo further training on the power system and SCADA system hardware/software.
- Must be prepared to work for long hours outside the normal hours
- Highly motivated, innovative, pro-active and committed team player

6. ACCOUNTANT (PAYROLL AND PAYABLES) (1 Post)

The position, located at Head Office, reports to the Senior Accountant, Corporate Accounts (General Ledger). Its primary purpose is to maintain an accurate Payroll and staff benefits payments system.

KEY RESULT AREAS:

- Prepare the payroll on a monthly basis in accordance with approved Salary structure and statutory rules.
- Ensure reasonable checks and analytical reviews for payroll expenses and staff benefits by comparing one period to another, provide explanations and reports on variances input for monthly, quarterly and annual financial statements.
- Ensure completeness of payroll and staff benefit posting in Financial Records.
- To participate in the review and formulation of accounting procedures, policies and practises for payroll and staff benefits expenses.
- Advise on methods to improve the efficiency and effectiveness of the control environment over payroll and other staff benefits.
- Ensure key interface for Internal and External Audit activities are in relation to payroll and Staff benefits.
- Reconcile all payroll and staff advance accounts on a monthly basis to the general Ledger account and propose any adjusting entries to the supervisor.
- Ensure that all statutory deductions duly effected on the payroll are processed to the relevant organs; NSSF, URA and other Local Authorities on due dates.
- Generate Payroll payment schedules to Human Resource Department for verification before processing for disbursement.
- Monitor changes in laws and regulations pertaining to payroll and staff benefits which require Company policy changes and effect of changes in the applicable statutory rates.
- Prepare and file E-PAYE returns to URA and NSSF every month on due dates.
- Process all other staff payments and benefits to staff in a timely period.

And to carry out any other duties as may be assigned from time to time by the supervisor.

THE PERSON SPECIFICATIONS:

The desired person should have the following essential requirements.

- Honours Degree in Commerce or Business Administration or Finance or equivalent qualification.
- Professional accounting qualification of a recognized institution such as ACCA, CPA and CIMA will be added advantage.
- Age: Not above 32 years.
- Must have a minimum of four (4) years experience in a large volume and busy computerised Payroll Unit.
- Significant experience in preparation and processing of electronic payroll and staff benefits.
- Must be able to work with Accounting software packages especially Sun Accounting Systems.
- Must have good understanding of International Financial Reporting Standards and best practises.
- Must be computer literate in MS office package.
- A person of integrity, highly motivated, innovative and a committed team player.
- The successful candidate will have a high sense of responsibility and confidentiality and must be able to work independently and accurately under pressure with minimal supervision.

TERMS OF EMPLOYMENT:

For Positions 1, 2, 3 and 4:

- Appointment is on three (3) year contract renewable based on performance

For Positions 5 and 6:

- Appointment is on five (5) year contract renewable based on performance

REMUNERATION:

Attractive remuneration packages that are competitive.

Suitably qualified persons should send their applications enclosing photocopies of academic qualifications certificates and testimonials along with their curriculum vitae indicating contact postal address, daytime contact telephone, fax or e-mail and giving three referees to:

**The Manager,
Human Resource and Administration
Uganda Electricity Transmission Company Limited
P. O. Box 7625 KAMPALA**

The closing date to receive applications is 08th October, 2010

UETCL VACANCIES ANNOUNCEMENT NO.04 /2010.