



LIRA UNIVERSITY

P.O. Box 1035

Lira, Uganda

Tel: +256 471 660714

Web: www.lirauni.ac.ug

Email: universitysecretary@lirauni.ac.ug

OFFICE OF THE UNIVERSITY SECRETARY

ADDITIONAL EMPLOYMENT OPPORTUNITIES WITH LIRA UNIVERSITY

Lira University was established as a Public University by Statutory Instrument No.35, of July 16th 2015 to expand access to equitable Higher Education in the country and to respond to the critical Human Resource Development needs of the country. The University is governed by the Universities and Other Tertiary Institutions Act, 2001 as amended 2006 of the Republic of Uganda. The University is located in the Lango Sub-region in Northern Uganda, Lira City. In order to fulfill its current mandate and to position the University to meet all its objectives and planned activities, Lira University now wishes to recruit staff in the following positions.

FACULTY OF PUBLIC HEALTH			
DEPARTMENT OF EPIDEMIOLOGY AND BIostatISTICS			
S/No	Job Title	Salary Scale	Number of Vacancies
1	Assistant Lecturer	M6.2	1
FACULTY OF MEDICINE			
DEPARTMENT OF ANAESTHESIOLOGY			
S/No	Job Title	Salary Scale	Number of Vacancies
1	Technician-Anaesthesia	M12	2
DEPARTMENT OF RADIOLOGY			
S/No	Job Title	Salary Scale	Number of Vacancies
1	Technician-Radiology	M12	1
DEPARTMENT OF PHARMACOLOGY AND THERAPEUTICS			
S/No	Job Title	Salary	Number of Vacancies
1	Technician-Pharmacy	M12	1
FACULTY OF MANAGEMENT SCIENCES			
DEPARTMENT OF ECONOMICS AND STATISTICS			
S/No	Job Title	Salary Scale	Number of Vacancies
1	Assistant Lecturer	M6.2	1
ADMINISTRATION			
ICT DEPARTMENT			
1	Systems Administrator	M7	1
ESTATES DEPARTMENT			
1	Plumber	M12	1
HOSPITAL ADMINISTRATION			
1	Senior Hospital Administrator	M6.1	1

2	Dietician	M12	1
3	Bespoke Tailor	M12	1

SUBMISSION GUIDELINES

1. Qualifying persons should submit five (5) copies of their application letters duly signed together with certified photocopies of their transcripts, certificates, five (5) recent passport photographs and latest copy of their curriculum vitae giving full details of the applicants' education, work experience and naming three referees with their postal addresses and day time phone contact. The application should be put in a big (A4) sealed envelope and the job applied for indicated on the envelope. Applicants must make sure that at least two referees have forwarded recommendation letters concerning their application to the University Secretary before the closing date of this advertisement.
2. Applications should be hand delivered to the Office of the University Secretary and addressed to:
**The University Secretary,
Lira University, P.O. Box 1035, Lira.**
3. Applicants can also apply on-line by sending scanned application letter, curriculum vitae and relevant documents to universitysecretary@lirauni.ac.ug
4. Please visit our website at: www.lirauni.ac.ug for details of the job.
5. The deadline for receiving applications is 30th October 2020.
6. Lira University is an Equal Opportunity Employer.
7. Applicants should show demonstrable qualities of leadership and integrity.
8. Only shortlisted candidates will be contacted.
9. Due diligence by the university will form part of the selection criteria.
10. Any form of solicitation or lobbying will lead to automatic cancellation of application.

UNIVERSITY SECRETARY

FACULTY OF PUBLIC HEALTH

DEPARTMENT OF EPIDEMIOLOGY AND BIostatISTICS

Job Title: Assistant Lecturer – Biostatistics (1 Vacancy).

Age Limit: Not more than 40 years.

Salary Scale: M6.2.

Reports to: Head of Department.

(a) Duties and Responsibilities

- Prepares learning materials and delivers lectures to undergraduate students.
- Collects data and participates in the data analysis for the development of instruction manual and kits for practical.
- Examines, assesses and marks undergraduate students' assignments.
- Undertakes research to support the development of the university academic research proposals.
- Guides and supervises undergraduate students' academic research and internship activities.
- Participates in laboratory and/ or community outreach programmes.
- Participates in the organization and implementation of departmental academic seminars and workshops.
- Provides remedial teaching to students to enhance their understanding of the lecture topics covered by the senior academic staff- tutorial sessions to students.
- Supports health research activities and programmes.
- Any other duties that may be assigned to him or her by the supervisor

(b) Person Specifications

- Master of Science degree in Biostatistics or any other related field from a recognized Institution.
- First Class or Second-Class (Upper Division) Bachelor of Science degree in statistics or Bachelor of Science degree in Biostatistics or any other sciences related field from a recognized Institution.
- At least three years of work-related experience in data analysis projects.

FACULTY OF MEDICINE

DEPARTMENT OF ANAESTHESIOLOGY

Job Title: Technician-Anaesthesia (2 Vacancies).

Age Limit: Not more than 35 years.

Salary Scale: M12.

Report to: Head of Department.

(a) Duties and Responsibilities

- Participate in clinical work and ensures proper management of patients.
- Liaise with ward management in pre- and post-operative patient care.
- Participate in the management of disaster situations and provides resuscitation services.
- Ensure that equipment is functional and well maintained.
- Adhere to professional code of conduct.
- Any other duties that may be assigned to them by the supervisor.

(b) Person Specifications

- Must be a trained Clinical Officer or Registered Trained Nurse/Midwife from a recognized institution.
- Must have a Diploma in Anaesthesia from a recognized Institution.
- Must be registered and currently licensed with the Allied Health Professionals Council.
- At least five (5) years of clinical experience with reputable Organization or Institution.
- Must have credit passes in Physics, Chemistry, Biology and English Language at 'O' level.
- At least a principal pass in either Physics, Chemistry or Biology at 'A' level.

DEPARTMENT OF PHARMACOLOGY AND THERAPEUTICS

Job Title: Technician-Pharmacy (1 Vacancy).

Age Limit: Not more than 35 years.

Salary Scale: M12.

Reports to: Head of Department.

(a) Duties and Responsibilities:

- Plans for dispensing activities in the hospital.
- Registers all medicines given to patients.
- Advises patients and attendants on proper use and storage of medicines.
- Advises Clinicians and other Health Professionals on prescriptions.
- Makes requisitions for medicines and health supplies from stores.
- Assists in the preparation of quality compounded medicines and infusions.
- Reports expired and damaged medicines.
- Compiles and submits reports.
- Participates in research activities.
- Maintains stock cards and books.
- Any other duties that may be assigned to him or her by the supervisor.

(b) Person Specifications

- Must have a Diploma in Pharmacy or its equivalent from a recognized Institution.
- Must be registered and currently licensed with the Allied Health Professionals Council.
- At least five (5) years of clinical experience from reputable Organization or Institution.
- Must have credit passes in Physics, Chemistry, Biology and English Language at 'O' level.
- At least a principal pass in either Physics, Chemistry or Biology at 'A' level.

DEPARTMENT OF RADIOLOGY

Job Title: Technician-Radiology (1Vacancy).

Age Limit: Not more than 35 years.

Salary Scale: M12.

Reports to: Head of Department.

Purpose of the Job:

(a) Duties and Responsibilities

- Receives patients X-ray requests.
- Liaises with ward management in procurement of required usable materials for X-rays.
- Takes x-ray pictures and processes X-ray films.

- Carries out ultrasound scan and CT-scan.
- Participates in routine maintenance of radiological equipment.
- Identifies equipment defects and recommend for repairs.
- Keeps safe custody of equipment and their effective use.
- Any other duties that may be assigned to him or her by the supervisor.

(b) Person Specifications

- Must have a Diploma in Medical Radiology/ Imaging from a recognized Institution.
- Must be registered and currently licensed with the Allied Health Professionals Council.
- At least five (5) years of clinical experience with reputable Organization or Institution.
- Must have credit passes in Physics, Chemistry, Biology and English Language at ‘O’ level.
- At least a principal pass in either Physics, Chemistry or Biology at ‘A’ level.

FACULTY OF MANAGEMENT SCIENCES

DEPARTMENT OF ECONIMICS AND STATISTICS

Job Title: Assistant Lecturer – (1 Vacancy).

Age Limit: Not more than 40 years.

Salary Scale: M6.2.

Reports to: Head of Department.

(a) Duties and Responsibilities

- Prepares learning materials and delivers lectures to undergraduate students.
- Collects data and participates in the data analysis for the development of instruction manual and kits for practical.
- Examines, assesses and marks undergraduate students’ assignments.
- Undertakes research to support the development of the university academic research proposals.
- Guides and supervises undergraduate students’ academic research and internship activities.
- Participates in laboratory and/ or community outreach programmes.

- Participates in the organization and implementation of departmental academic seminars and workshops.
- Provides remedial teaching to students to enhance their understanding of the lecture topics covered by the senior academic staff- tutorial sessions to students.
- Supports health research activities and programmes.
- Any other duties that may be assigned to him or her by the supervisor

(b) Person Specifications

- Master’s degree in Economics related field from a recognized Institution.
- First Class or Second-Class (Upper Division) Bachelor of Science or Arts degree in Economics from a recognized institution.

ADMINISTRATION

ICT DEPARTMENT

Job Title: Systems Administrator (1Vacancy).

Salary Scale: M7.

Age Limit: Not more than 40 years.

Reports to: Senior ICT Officer.

(a) Duties and Responsibilities

- Installs, configures and manages internal and customer facing servers, network devices and firewalls.
- Conducts troubleshooting tests, system upgrades and security backups of hardware and software.
- Implements project plans, risk assessments and contingency plans for management of crises and disaster recovery.
- Provides technical support and training to users of ICT infrastructures.
- Compiles information on ICT inventory and asset configuration.
- Researches on existing and emerging ICT technologies and trends that can be of benefit to the university and advises the ICT manager accordingly.
- Installs or configures security or operating applications or systems.

- Implements and applies acceptable ICT systems standards, practices and compliance to software licensing laws.
- Supervises, mentors, coaches, counsels and appraises lower level ICT staff in the department.
- Performs any other official duties as assigned to him or her by the Supervisor.

(b) Person Specifications

- Should have a degree in Computer Science, Information Technology, Computer Systems Engineering or Computer Mathematics from a recognized institution.
- Professional certification in any one or more of the following will be an added advantage: Microsoft Certified System Administrator (MCSA), Microsoft Certified Solutions Expert (MCSE) – Data Platform or Business Intelligence, IBM Certified Database Administrator (ICDA), Oracle Database Certification (ODC), CISCO Certified Network Associate (CCNA), CISCO Certified Network Professional (CCNP), Certified Network Associate (CAN), Linux Professional Institute Certification (LPIC), Microsoft Certified System Administrator (MCSA) or Microsoft Certified System Engineer (MCSE).
 - Work experience in a relevant field is an added advantage.

ESTATES DEPARTMENT

Job Title: Plumber– (1 Vacancy).

Age Limit: Not more than 35 years.

Salary Scale: M12.

Reports to: Head of Department.

(a) Duties and Responsibilities:

- Fits all sanitary ware.
- Repairs water basins.
- Repairs sewage bursts.
- Unblocks clogged sewerage systems.
- Any other duties that may be assigned to him or her by the supervisor.

(b) Person Specifications:

- Must have a Diploma in plumbing from a recognized Institution.

- Should have three years relevant working experience in government or equivalent level from a reputable organization.

HOSPITAL ADMINISTRATION

Job Title: Senior Hospital Administrator – (1 Vacancy).

Age Limit: Not more than 50 years.

Salary Scale: M6.1.

Reports to: Vice Chancellor

(a) Duties and Responsibilities

- Assists the Hospital Director/Faculty Dean in managing the administrative functions of the Hospital and in all the administrative and support services issues (planning, budgeting, monitoring and evaluation of hospital administrative and support services in hospital).
- Supervises utilization of hospital infrastructure, facilities and equipment.
- Assists in the implementation of the hospital's strategic and annual work plans.
- Participates in ensuring availability of the necessary equipment and other supplies to the hospital.
- Manages hospital transport.
- Participates in the preparation of the hospital budget.
- Carries out human resource management activities like identifying manpower needs, training, promotion, leave and deployment and staff appraisal in consultation with the University Management.
- Forwards hospital expenditure requests for approval.
- Participates in accounting for all the hospital's funds.
- Ensures security of all the assets of the hospital including medical equipment, plants, vehicles, buildings, staff housing, office and domestic furniture, office equipment and domestic appliances, keys, medical and other hospital records, agreements, warranties, insurance policies, receipt books, local purchase orders and vehicle log books.
- Supervises contracted out service providers in the hospital.
- Enforces Professional Code of Conduct and Ethics in the hospital.

(b) Person Specifications

- Must have a Master’s degree in Hospital Management or it’s equivalent from recognized institution.
- Must have an honours degree in a medical field or a related field from a recognized University or Institution.
- Must have served for at least six years (6) as a Hospital Administrator.

Job Title: **Dietician(1Vacancy).**

Salary Scale: M12.

Age Limit: Not more than 35 years.

Reports to: Head of Department.

(a) Duties and Responsibilities

- Offers practical advice to patients with diet-related disorders on the ways in which they can improve their health.
- Designs special diets for therapeutic purposes.
- Delivers sessions to children and patient groups, focusing on healthy eating and achieving a healthier lifestyle.
- Works as part of a multidisciplinary team to gain patients' cooperation in following the dietary treatments recommended.
- Educates fellow healthcare professionals about nutrition issues.

(b) Person Specifications

- Diploma in Nutrition and Dietetics or Diploma in Nutrition or Diploma in Clinical Nutrition or Diploma in Food Science and Nutrition or Diploma in Dietetics or related field from a recognized institution.
- Relevant experience in the field of dietetics or nutrition or related field will be an added advantage.

Job Title **: Bespoke Tailor (1 Vacancy).**

Salary Scale **: M12.**

Reports to **: Head of Department.**

(a) Duties and Responsibilities

- Develops design for garment, adapts existing design for garment, or copies existing design for garment.
- Alters garment and joins parts, using needle and thread or sewing machine, to form finished garment.
- Draws individual pattern or alters existing pattern to fit customer's measurements.
- Sews buttons and buttonholes to finish garment.
- Presses garment, using hand iron or pressing machine.

- Confers with customer to determine type of material and garment style desired.
- Positions pattern of garment parts on fabric, and cuts fabric along outlines, using scissors.
- Measures customer for size, using tape measure and records measurements.

(b) Person Specifications

- Diploma in art and design or fabric, clothing design and construction or related field.
- Certificate in sewing machine skills, textile or related field is an added advantage.
- Three (3) years of relevant experience in art and design or fabric, clothing and construction.