



**UGANDA WILDLIFE AUTHORITY HEADQUARTERS,
PLOT 7 KIRA ROAD**

EXTERNAL ADVERT

Uganda Wildlife Authority (UWA) is a semi-autonomous agency under the Ministry of Tourism, Wildlife and Antiquities. UWA was established in 1996 and is managed in accordance with the Wildlife Act Cap 200, and continued under the Uganda Wildlife Act, 2019.

The Mission of UWA is: “To conserve, economically develop and sustainably manage the wildlife and protected areas of Uganda in partnership with neighboring communities and other stakeholders for the benefit of the people of Uganda and the global community.”

UWA, an equal opportunity employer wishes to recruit a high caliber, self-motivated and result oriented Ugandan Nationals to fill the Positions as shown below:

JOB TITLE: ASSISTANT COMMISSIONER WILDLIFE SPECIES MANAGEMENT
REPORTS TO: COMMISSIONER BIODIVERSITY MANAHEMENT
DEPARTMENT: BIODIVERSITY MANAGEMENT
SALARY SCALE: UWA 03B
DUTY STATION: UWA HEADQUARTERS
SUPERVISES: PRINCIPAL WILDLIFE SPECIES SPECIALIST
VACANCIES: 01
CONTRACT DURATION: FOUR (4) YEARS

MAIN PURPOSE OF THE JOB

To provide Strategic leadership and guidance for species management

DUTIES AND RESPONSIBILITIES

1. Providing technical guidance in formulation of policies on species conservation

2. Coordinating the formulation and implementation of species conservation strategies, guidelines and action plans.
3. Coordinating introductions and re-introductions of wildlife species as identified in the management and strategic plans.
4. Establishing and maintaining collaborative linkages to support recovery and growth of wildlife populations.
5. Providing Technical guidance in the transactions of wildlife species during Introduction/reintroduction to selected sites.
6. Coordinating research on species conservation.
7. Mobilizing resources to support species conservation programs.
8. Developing, Coordinating Implementation of work plans and preparing periodic reports.
9. Supervising and appraising staff

PERSON SPECIFICATIONS

QUALIFICATIONS

- i. Should possess an Honors Bachelor's Degree in either Zoology, Botany, Wildlife Health Management, Conservation Biology, Natural Resources Management from a recognised University.
- ii. Masters Degree in any of the above fields from a recognised University.

EXPERIENCE:

Must have at least nine (9) years' relevant working experience, three (3) of which should have been at Principal Specialist from a reputable organisation.

COMPETENCES:

- a) Policy Management
- b) Knowledge in Wildlife Management
- c) Financial Management.
- d) Risk Management
- e) Research and Analytical
- f) Human Resource Management.

BEHAVIORAL

- a) Leadership
- b) Accountability
- c) Effective Communication
- d) Networking
- e) Communicating Effectively
- f) Judgement, decision Making and Problem solving
- g) Compassion for wildlife
- h) Ethics and Integrity

JOB TITLE: ASSISTANT COMMISSIONER HUMAN WILDLIFE CONFLICT
REPORTS TO: COMMISSIONER COMMUNITY CONSERVATION AND
EX-SITU WILDLIFE SERVICES
RESPONSIBLE FOR: PRINCIPAL HUMAN WILDLIFE CONFLICT OFFICER
PRINCIPAL SOCIOLOGIST
SALARY SCALE: UWA 03B
CONTRACT DURATION: FOUR (4) YEARS
NUMBER OF VACANCIES: ONE (01)

JOB PURPOSE

To provide strategic leadership and guidance in the management of Human-Wildlife Conflicts.

KEY DUTIES AND RESPONSIBILITIES

- i. Developing and supervising implementation of Human-Wildlife Conflicts management plans, policies, guidelines, strategies.
- ii. Supervising the responding to all incidences of Human Wildlife Conflicts.
- iii. Planning for the acquisition, maintenance and use of Human Wildlife Conflict response equipment.
- iv. Sensitizing actual and potential victims of Human Wildlife Conflicts.
- v. Coordinating the Capture and translocation of problem animals.
- vi. Coordinate with Local Governments, NGO's, local communities and relevant institutions in Human Wildlife conflict resolution.
- vii. Providing technical guidance in the implementation of the Wildlife damage compensation scheme.
- viii. Establish and maintain Human Wildlife Conflict databases.
- ix. Building the capacity of the Authority staff, Local Governments and communities in the management of vermins and problem animals.
- x. Mobilizing resources for the implementation of human wildlife conflict management plans and strategies.
- xi. Mediating and negotiating with victims of Human Wildlife Conflict.
- xii. Preparing work plans and submitting periodic reports.
- xiii. Supervising and appraising staff.

PERSON SPECIFICATIONS

a. Qualifications

- i. An Honors Bachelor's Degree in either Zoology, Botany, Forestry, Natural Resource Management, Conservation Biology, Wildlife Health and Management,

Veterinary Medicine, Environmental Science or Environmental Management from a recognized University.

- ii. A Masters Degree in any of the above fields or Conflict Resolution from a recognized University.

b. Experience

At least nine (09) years' relevant working experience in Wildlife Conservation, three (3) of which should have been at Principal level from a reputable Organization.

c. Competences

Technical

- Policy Management
- Knowledge in Animal Behavior
- Planning, organizing and coordinating
- Human Resource Management
- Financial Management
- Research and Analytical Skills

Behavioral

- Leadership
- Accountability
- Communicating Effectively
- Concern for quality and Standards
- Negotiation and mediation
- Ethics and integrity

JOB TITLE: ASSISTANT COMMISSIONER TOURISM AND HOSPITALITY
REPORTS TO: COMMISSIONER TOURISM AND BUSINESS DEVELOPMENT
DEPARTMENT: TOURISM AND BUSINESS DEVELOPMENT
SALARY SCALE: UWA 03B
DUTY STATION: UWA HEADQUARTERS
SUPERVISES: SENIOR TOURISM AND HOSPITALITY OFFICER
VACANCIES: 01
CONTRACT DURATION: FOUR (4) YEARS

MAIN PURPOSE OF THE JOB

To provide strategic leadership and guidance in management of sales and promotion of tourism products and services.

DUTIES AND RESPONSIBILITIES

1. Developing tourism and branding policies, guidelines, regulations, strategies and plans.
2. Coordinating the implementation and enforcement of tourism marketing and branding policies, guidelines, regulations, strategies and plans.
3. Coordinating marketing awareness programs and campaigns for tourism products and services.
4. Coordinating the preparation and implementation of the branding manual.
5. Coordinating the periodic review of the tourism tariff.
6. Supervising the booking and reservation functions.
7. Supervising the tour guiding function in the Authority.
8. Identifying areas of reviewing tourism products and services.
9. Reviewing tourism information for marketing and promotional events.
10. Establishing and maintaining collaborative linkages with tourism and other stake holders.
11. Initiating and coordinating the development of digital platforms for marketing tourism products and services.
12. Developing strategies for revenue generation through ancillary services.
13. Developing and coordinating the preparation, implementation of work plans and
14. preparing periodic performance reports.
15. Supervising and appraising staff

PERSON SPECIFICATIONS

a) QUALIFICATIONS:

- i. Possession of an Honors Bachelor's degree in either Tourism, Tourism and Hospitality Management, Business Administration, (Entrepreneurship, Parks and Recreation, International Business Management, Marketing, commerce (Marketing) or marketing from a recognized University.
- ii. A Master's degree in any of the above fields from a recognized University.

b) Experience

At least nine(9) years relevant working experience , three(3) of which should have been at Principal Officer level from a reputable organization.

COMPETENCIES

Technical

- Policy Management
- Financial Management
- Planning Organising and Coordinating
- Strategic thinking
- Human Resource Management
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Behavioral

- Leadership
- Accountability
- Networking
- Communicating effectively
- Judgment, decision Making and problem solving
- Ethics and Integrity

JOB TITLE: SENIOR SPORTS OFFICER
REPORTS TO: ASSISTANT COMMISSIONER COMMUNICATIONS AND PUBLIC RELATIONS
DEPARTMENT: OFFICE OF THE EXECUTIVE DIRECTOR
SALARY SCALE: UWA 05
DUTY STATION: UWA HEADQUARTERS
SUPERVISES: SPORTS COACH
VACANCIES: 01
CONTRACT DURATION : FOUR (4) YEARS

MAIN PURPOSE OF THE JOB

To develop and implement sports and games strategy for Uganda Wildlife Authority.

DUTIES AND RESPONSIBILITIES

- 1 Identifying and nurturing sports talent among the Authority staff.
- 2 Scouting and recommending to Management talented sports men and Women for possible appointment.
- 3 Planning for Authority's participation in local, national and international sports activities.
- 4 Organizing sports events for promoting and marketing the Authority in accordance with the Authority sports strategy.
- 5 Organizing activities that promote physical wellness and fitness of the Authority staff.

- 6 Mobilizing resources to support implementation of the Authority sports strategy.
- 7 Supervising the management of the Authority sports facilities.
- 8 Implementing work plans, budgets and submitting periodic reports
- 9 Supervise and appraise sports staff

PERSON SPECIFICATIONS

a. Qualifications:

An Honours Bachelor's Degree in Sports Science from a recognised University.

b. Experience

At least three (3) years relevant working experience in sports administration from reputable organization.

c. Competencies

Technical

- Knowledge in sports Management
- Planning, organizing and coordinating
- Coaching and mentoring
- Research and Analytical Skills
- Negotiations and mediation

Behavioral

- Leadership
- Physical fitness
- Communicating effectively
- Concern for quality and standards
- Ethics, Integrity and confidentiality
- Judgment, decision making and problem solving

JOB TITLE: LABORATORY TECHNICIAN
REPORTS TO: LABORATORY TECHNOLOGIST
DEPARTMENT: VETERINARY SERVICES
SALARY SCALE: UWA 06
SUPERVISES: NONE
NO. OF VACANCIES: THREE (3)
CONTRACT DURATION: FOUR (4) YEARS

JOB PURPOSE

To provide specialized Laboratory services in wildlife health management.

KEY DUTIES AND RESPONSIBILITIES

1. Collecting and examining animal samples and reporting the results.
2. Referring samples to other labs and ensure that protocols are followed.
3. Breeding and training lab animals for research and science education programs
4. Carrying out science education activities using laboratory animals.
5. Establishing a database of necropsy results and creating a system of storing tissue sections
6. Undertaking research and project activities.
7. Collaborating in breeding programs and learning initiatives.
8. Preparing work plans and budgets for laboratory requirements.
9. Developing wildlife laboratory standard operating procedures and guidelines
10. Establishing a repository system for animal tissues and processed slide for future reference.

PERSON SPECIFICATIONS

a. Qualifications

Diploma in Laboratory Technology from a recognized Institution.

b. Experience

Nil

c. Competences

Technical

- Knowledge in wildlife management
- Records and Information management
- Risk Management
- Information Communication Technology
- Research and analytical

Behavioral

- Concern for quality and standards
- Communicating effectively
- Accountability
- Judgment decision making and problem solving.
- Ethics and Integrity

JOB TITLE:	SPORTS COACH (FOOTBALL)
REPORTS TO:	SENIOR SPORTS OFFICER
DEPARTMENT:	OFFICE OF THE EXECUTIVE DIRECTOR
SALARY SCALE:	UWA 08
CONTRACT DURATION:	FOUR (4) YEARS
NUMBER OF VACANCIES:	ONE (1)

JOB PURPOSE

To manage routine sports activities for Uganda Wildlife Authority.

KEY DUTIES AND RESPONSIBILITIES

1. Designing training programs for the club.
2. Executing the designed trainings programs for the club.
3. Preparing athletes for club and National competitions.
4. Attending to technical correspondences at any competition where the club participates.

5. Preparing and submitting club performance reports after participation in organized events.
6. Preparing periodic technical reports on each player's performance and conduct during the season and making necessary recommendations.
7. Conducting scouting of talented players and recommend best talents to management for possible consideration.

PERSON SPECIFICATIONS

a. Qualifications

A Uganda Certificate of Education plus Certificate in physical Education from a recognized Institution.

b. Experience

At least two (2) years relevant working experience in sports administration from a reputable organization.

c. Competences

Technical

- Knowledge in sports management
- Planning, Organization and Coordinating
- Coaching and Mentoring
- Research and Analytical skills
- Negotiation and Mediation

Behavioral

- Team Worker
- Physical fitness
- Concern for quality and standards
- Communicating effectively
- Judgment decision making and problem solving.
- Ethics and Integrity and confidentiality

JOB TITTLE: PRINCIPAL ACCOUNTANT REVENUE AND INVESTMENTS
REPORTS TO : ASSISTANT COMMISSIONER FINANCE REVENUE AND
INVESTMENTS
DEPARTMENT: FINANCE AND ADMINISTRATION

RESPONSIBLE FOR: SENIOR ACCOUNTANT - REVENUE AND INVESTMENTS
SALARY SCALE: UWA04
VACANCIES: 01
CONTRACT DURATION: FOUR (4) YEARS

JOB PURPOSE

Provide technical support and guidance in revenue and investment management of the authority.

KEY DUTIES AND RESPONSIBILITIES

- 1 Identifying and developing internal controls to administer the generation, collection, of all revenues due to Uganda Wildlife Authority (UWA) in accordance with the financial procedures .
- 2 Preparing and disseminating guidelines for revenue collection.
- 3 Banking all revenue in accordance with financial regulations and ensuring that all payment platforms are secure and properly utilised.
- 4 Liase with all revenue generating departments on all matters regarding revenue of UWA.
- 5 Identifying potential investments that can spur revenue growth for the Authority.
- 6 Reviewing and approving revenue forecasts and monitoring revenue collections at the different collection centres.
- 7 Reviewing returns from collection points to ensure proper recording and accounting for UWA revenue.
- 8 Reviewing and approving demand notes for insurance to customers with outstanding balances
- 9 Handling customer's complaints, clarifications related to customers with outstanding balances.
- 10 Reviewing schedules for interbank transfers for posting the same in the system
- 11 Reviewing the unearned revenue schedule and prepayment ledgers.
- 12 Handling all audit queries from internal and external auditors.

13 Supervising and appraising staff under him/her

PERSON SPECIFICATIONS

- i. An Honors Bachelor's Degree in either Business Administration Finance, Commerce (Accounting) or Business Administration (Accounting) from a recognised University.
- ii. A Master's Degree in Business Administration (Accounting and Finance) or Finance and Accounting from a recognised University.
- iii. Full Professional accounting qualifications with membership to CPA or ACCA.

Or

Full professional accounting qualifications with membership to CPA or ACCA.
A Master's degree in Business Administration (Accounting or Finance) from a recognised University.

b. Experience

At least six (06) years relevant working experience, three (3) of which should have been at Senior level in Planning or Resource mobilization from a reputable Organization

C) Competencies

Technical

- Planning and Budgeting
- Financial management
- Financial reporting
- Risk management and Assurance
- Information and Communication technology
- Human Resource Management

Behavioral

- Concern for quality and standards
- Innovation and Proactive
- Decision making and Problem solving
- Communication effectively
- Leadership
- Ethics and Integrity

Application Procedure:

1. Applicants are required to scan and attach **CERTIFIED** copies of the required academic documents only e.g. Degree, Transcript, Diploma, A' level and O' level certificates.
2. Academic documents for the successful candidates will be vetted and background checks conducted before they are considered for appointment into the Authority.
3. Attach letters of Employment from the previous employers.

Only short listed candidates will be contacted. Please note that any form of lobbying will lead to automatic disqualification.

The Executive Director,
Uganda Wildlife Authority,
Plot 7 Kira Road, Kamwokya,
P.O. Box 3530,
KAMPALA.

CLOSING DATE: 28th November, 2025

The Job Application Form can be accessed from the UWA website:
<http://www.ugandawildlife.org>

Apply through this link:

<https://hrmis.ugandawildlife.org:8081>

Follow the above link.

Sign up to create an account. If you already have an account, go to login.

Proceed to create the candidate profile and save.

Continue to HOME, select the job you are interested in, view, and click on apply.

NOTE:

- 1 Applicants are required to scan and attach **CERTIFIED** copies of the required academic documents only e.g. Degree, Transcript, Diploma, A' level and O' level certificates.
- 2 Applicants are required to provide appointment letters as proof of experience.
- 3 Academic documents for the successful candidates will be vetted and background checks conducted before they are considered for appointment into the Authority.

Only short listed candidates will be contacted. Please note that any form of lobbying will lead to automatic disqualification.