

NATIONAL ENVIRONMENT MANAGEMENT AUTHORITY (NEMA)

VACANCY ANNOUNCEMENT

The National Environment Management Authority (hereinafter called "NEMA") was established under the National Environment Act, Cap.153 in May 1995 and continued under the National Environment Act No.5 of 2019 as the principal agency for environment management in Uganda charged with regulating, supervising and coordinating all activities relating to the environment.

NEMA invites applications from suitably qualified Ugandans to fill the following vacant positions:

1. Job Ref : NEMA/ADV/EXT/22/2022
Title : Natural Resources Manager (Aquatics)
Reports to : Director – Environment Monitoring and Compliance
Salary Scale : E3
Vacancies : One (1)

Purpose of the Job

To support environmental natural resource management function of the Authority.

Key duties and responsibilities

- i. In collaboration with relevant Institutions and agencies, review and/or develop national strategies for sound and sustainable management of aquatic and wetlands resources;
- ii. In collaboration with relevant institutions, review sectoral policies and plans and ensure integration of sustainable aquatic resources and wetlands management in the sectoral policies, plans and programs;
- iii. Undertake and/or coordinate studies aimed at ensuring sound and sustainable aquatic biodiversity management;
- iv. Review Environment and Social Impact Statements with a view of ensuring that adequate measures to protect aquatic biodiversity are incorporated in development projects;
- v. Provide specialist technical support in aquatic biodiversity and wetlands management as may be required by different Government sectors and institutions, NGOs/CBOs, the Private Sector, Academia and individuals;
- vi. Receive, compile and prioritize required support for sound aquatic biodiversity and wetlands management and develop strategies and/or programs for providing the required support to the relevant sectors, institutions, and individuals;
- vii. Provide technical support to ensure the integration of sustainable aquatic biodiversity and wetlands management considerations into the District Environment Action Plans and Development plans;
- viii. Organize internal meetings to inform and update other staff within NEMA on strategies for sustainable Aquatic Biodiversity and wetlands management;

- ix. Receive and review lead agencies technical reports and assess progress and requirements in sustainable aquatic biodiversity and wetlands management;
- x. Advise Government on international and regional programs, agreements and protocols on aquatic biodiversity and wetland management;
- xi. Perform any other duties assigned.

Person specification

i. Qualifications:

- An Honors Bachelor's Degree in any of the following: Environmental Science, Limnology, Conservation Biology, Fisheries, Botany, Zoology.
- Master's Degree in any of the above.

ii. **Experience:** Should have at least a minimum of 8 (eight) years' work experience working with aquatic resources management four (4) years of which should have been at a senior level in a reputable organization.

iii. **Duty station:** Successful candidate may in the interest of NEMA be required to serve in any part of Uganda.

Skills required for performing the job

- i. Supervisory Skills;
- ii. Strategic planning skills;
- iii. Team building skills;
- iv. Computer literacy;
- v. Excellent interpersonal, communication and reporting skills.

2. Job Ref : NEMA/ADV/EXT/23/2022
Title : Senior Legal Officer
Reports to : Legal and Corporate Affairs Manager
Salary Scale : E4
Vacancies : 01 (One)

Purpose of the Job

Support the legal functions and needs of the Authority.

Key duties and responsibilities

Support the Legal and Corporate Affairs Manager to;

- a) draft court papers, conduct court proceedings and attend court;
- b) provide legal advice to other departments;
- c) prepare, draft and review contracts and other legal documents;
- d) peruse documents and interpret them in line with the National Environment Act No. 5 of 2019 and other related legislation;

- e) support training and advise stakeholders in environmental laws and related matters;
- f) support coordination and harmonization of environmental laws;
- g) assist in the development of ordinances and Bye-laws;
- h) support local governments in the enforcement of the environmental laws;
- i) advise on compliance and enforcement of environmental laws;
- j) advise and participate in the negotiation, drafting and implementation of treaties, agreements and conventions;
- k) support the research on environmental laws and regulations;
- l) perform any other duties assigned.

Person specifications

i. Qualifications:

- Bachelor of Laws;
- Postgraduate Diploma in Legal Practice.
- Master of Laws shall be an added advantage.

ii. Requirements

- Advocate of the Courts of Judicature
- Possession of a valid practicing certificate (except for Government Lawyers);

iii. Experience: Should have at least a minimum of five (5) years working experience in active Legal Practice, two (2) of which should have involved in criminal prosecution in environmental laws.

iv. Duty station: Successful candidate may in the interest of NEMA be required to serve in any part of Uganda.

Key competences and skills

- i. Capacity to work with minimum supervision;
- ii. Excellent communication and interpersonal skills;
- iii. High ethics, integrity and confidentiality;
- iv. Good reporting skills.

3. Job Ref : NEMA/ADV/EXT/24/2022

Title : Senior Internal Auditor

Reports to : Internal Audit Manager

Salary Scale : E4

Vacancies : 01 (One)

Purpose of the Job

Supporting the internal audit function of the Authority

Key duties and responsibilities

Support the Internal Audit Manager to:

- a) review the Authority's business processes and systems such as the financial and accounting systems in different directorates and departments of the Authority;

- b) perform a risk assessment within the business processes of the Authority;
- c) prepare audit plans, design standard audit tests and procedures to follow;
- d) review transactions of the Authority with a view of ensuring value for money;
- e) carry out the audits and appropriate investigations in the Authority and provide technical guidance and support;
- f) carry out audits in conformity with international accounting and financial standards;
- g) prepare internal audit reports and submit them to Management for action;
- h) make recommendations on internal processes; and,
- i) perform any other tasks that may be assigned.

Job specifications

The desired person should have the following essential requirements:

a) Qualifications:

- i. An Honors Bachelor's Degree in any of the following: Business Administration (Accounting Option); Commerce (Accounting Option), Accounting and Finance.
- ii. A Master's Degree in Business Administration, Accounting or Finance;
- iii. Full Professional qualifications of ACCA or CPA;

b) Membership:

- Full membership to the Institute of Certified Public Accountants of Uganda or Institute of Internal Auditors of Uganda.

c) Experience:

- i. Should have at least a minimum of five (5) years' work experience in Accounting or Auditing with a reputable organization or Government of which at least (3) years should be at an officer level in public auditing;
- ii. Hands on experience with accounting packages such as Sun systems, Navision Financials, Pastel or Integrated Financial Management Systems (IFMS);

d) Duty station: The successful candidate may in the interest of NEMA be required to serve in any part of Uganda.

Key competencies/ skills

- Knowledge of relevant laws that govern public finance management;
- Excellent communication and interpersonal skills;
- Audit Planning skills;
- Organizing and coordination;
- Good morals and high level of integrity;
- Management and supervisory skills;
- Analytical skills;
- Change management skills;
- High level of confidentiality.

4. **Job Ref** : NEMA/ADV/EXT/25/2017
Title : Senior District Support Officer
Reports to : District Support Manager
Salary Scale : E4
Vacancies : 01 (One)

Purpose of the Job

Support the environment management function in local governments, private sector and civil society organizations.

Key duties and responsibilities

Support the District Support Manager to:

- a) provide technical support for environment management at local governments, private sector and civil society organizations;
- b) prepare guidelines for decentralized environment management;
- c) prepare and implement District Environment Action Plans and other environment management programmes;
- d) assist local governments build capacity for environment management;
- e) review District Environment management reports and provide guidance;
- f) support Environment and Social Impact Assessments and Audit functions
- g) monitor environmental compliance of and implementation of environmental mitigation measures of local government projects;
- h) participate in the Ministry of Local Government annual assessment for the performance of local governments
- i) support the implementation of environmental micro-projects at district and community levels; and
- j) perform any other duties as may be assigned.

Person specifications

- i. **Qualifications:**
 - An Honors Bachelor's degree in any of the following: Environmental science and/or Natural Resource Management, Conservation Biology, Science Education.
 - Master's degree in any of the above.
- ii. **Experience:**

Should have at least a minimum of five (5) years of relevant work experience in environment management, 3 of which should have been at an officer level in a reputable organization.
- iii. **Duty station:** Successful candidate may in the interest of NEMA be required to serve in any part of Uganda.

Key competences and skills

- Capacity to work with minimum supervision;
- Good communication and interpersonal skills;
- Good reporting skills;
- Ability to work independently and with strong organizational and planning skills.

5. Job Ref : NEMA/ADV/EXT/26/2022
Title : Environment Inspector (Oil and Gas)
Reports to : Senior Environment Inspector (Oil and Gas)
Salary Scale : E5
Vacancies : one (1)

Purpose of the Job

Support the environmental audits and monitoring function of the Authority.

Key duties and responsibilities

Support the Senior Environment Inspector (Oil and Gas) to:

- a) review environmental and social impact assessment (ESIA) and audit reports;
- b) carry out post ESIA inspections and audits to ensure implementation of mitigation measures and protection of threatened sites;
- c) in liaison with Environment Inspector (Laboratory), quality assure the integrity of environmental monitoring equipment;
- d) ensure compliance with environmental legislation and verify the accuracy of environmental impact predictions;
- e) provide compliance assistance to the regulated communities where required;
- f) maintain a database on environmental profiles of activities, projects and facilities;
- g) develop training programmes for stakeholders on environment management;
- h) support research on oil and gas activities; and,
- i) perform any other duties assigned.

Person specifications

- i. **Qualifications:**
Bachelor's degree in any of the following: Environmental and/or Natural Resource Management, Natural Science, Environmental Engineering, Civil Engineering, Industrial Chemistry or Chemical Engineering.
- ii. **Experience:**
Should have at least a minimum of 3 (three) years' work experience; 2 of which should be in environment audits and monitoring in a reputable organization.
- iii. **Duty station:** Successful candidate may in the interest of NEMA be required to serve in any part of Uganda.

Key competences and skills

- Demonstrable thorough understanding of Environmental Laws of Uganda;
- Good communication and interpersonal skills;
- Good morals and high level of integrity;
- High level of confidentiality;

5. Job Ref : NEMA/ADV/EXT/27/2022
Title : District Support Officer
Reports to : Senior District Support Officer
Salary Scale : E5
Vacancies : one (1)

Purpose of the job

Support the environment management function in Local Government Staff, private sector and civil society organizations.

Key duties and responsibilities

Support the Senior District Support Officer to:

- a) coordinate environmental programs in local governments, private sector and civil societies;
- b) guide in the preparation and implementation of District Environment Action Plans and other environment management programs;
- c) develop environment management capacity building programmes for local governments;
- d) review local government environment management reports;
- e) review ESAs and undertake inspection and audit functions;
- f) perform any other duties as may be assigned.

Person specifications

i. Qualifications

A Bachelor's Degree in any of the following fields: Science Education, Environmental Science, Conservation Biology and Development Studies.

ii. Experience

At least 3 years' relevant work experience in environment management.

- iii. **Tenure of appointment:** The appointment shall be for an initial period of two (2) years with effect from the date of assumption of duties and may be renewed subject to evaluation of performance of duties or any other considerations

- iv. **Duty station:** Successful candidate may in the interest of NEMA be required to serve in any part of Uganda.

Key competences and skills

- i. Analytical skills;
- ii. Reporting skills;
- iii. Communication skills;
- iv. Good morals and high level of integrity;
- v. High levels of confidentiality.

Potential candidates should fill an online form available on URL <http://recruitment.nema.go.ug>, attaching requisite academic transcripts and certificates . The form should be submitted online not later than August 17, 2022 at 5:00 p.m. Applicants who will not have heard from us by September 30, 2022 should consider their applications unsuccessful.