



**PUBLIC PROCUREMENT AND DISPOSAL
OF PUBLIC ASSETS AUTHORITY**

“Procurement That Delivers”

EXTERNAL VACANCY ANNOUNCEMENT

The Public Procurement and Disposal of Public Assets Authority is established under the PPDA Act 2003 to regulate procurement and disposal practices in all government procuring and disposing entities.

PPDA is seeking to recruit a qualified, competent and highly motivated Ugandan to fill the following vacant position:

Title: DIRECTOR STRATEGY AND PLANNING (1 Vacancy)

- a. Reports to:** Executive Director
- b. Supervises:**
 - i. Manager Research,
 - ii. Manager Planning, Monitoring and Evaluation,
 - iii. Manager ICT
- c. Department:** Strategy and Planning
- d. Department Head:** Director strategy and Planning

Job Purpose

To drive overall Authority Strategic Plan development, monitor implementation and evaluate the impact in addition to the Research and ICT Strategies of the organisation

Duties and Responsibilities

- i. Drive strategy development of the Authority and ensures that the strategy is implemented,
- ii. Oversee the Preparation of the Authority's Budget, annual work plans,
- iii. Identify and prepare additional funding sources for the Authority,
- iv. Drive and ensure the stakeholders being actively engaged,
- v. Oversee the Research and Planning Function of the Authority,
- vi. Prepare and disseminate statutory reports,
- vii. Oversee and drive the development of the IT strategy and monitor implementation,
- viii. Monitor and evaluate annual work plans,

- ix. Oversee the management of Strategy and Planning risks in coordination with the Risk Management Unit,
- x. Provide Leadership to the departmental staff and handle all performance and HR related matters such as performance management, training and development, leave management and handling of disciplinary matters amongst others, and
- xi. Undertake any other assignments as may be directed from time to time.

Person Specifications:

Education

- i. Honours Bachelors' Degree in any field,
- ii. Master's Degree in Economic Policy and Planning, Commerce, Economics, Business Administration, Engineering, Quantitative Economics and Statistics,
- iii. Postgraduate qualification in Monitoring and Evaluation, and
- iv. Postgraduate qualification in Strategic Planning is of added advantage.

Experience

- i. A minimum of ten (10) years of relevant working experience of which four (4) must be at a managerial level,
- ii. Experience in the Government planning, budgeting and public financial management framework of a minimum of 4 years,
- iii. Experience of a minimum of 4 years in developing funding proposals, and
- iv. Experience in inter agency coordination.

Skills & Competencies

- i. Decision making skills,
- ii. Inter personal skills,
- iii. Communication skills,
- iv. Presentation skills,
- v. Ability to work under pressure,
- vi. Report writing skills,
- vii. Creativity,
- viii. Teamwork,
- ix. Results orientation, and
- x. Problem solving.

CONDITIONS OF SERVICE:

Full time employee on a 3-year renewable contract subject to satisfactory performance and an attractive salary package

APPLICATION GUIDELINES

1. All qualified candidates should submit completed application forms downloaded from www.ppda.go.ug (Look for Careers, Jobs, Vacancies and application form) and relevant academic documents via Email to; recruitment@ppda.go.ug with the job position applied for as the subject.
2. The attachments should be limited to the following documents; a duly filled application form, National ID, O-level and A-level Certificates, Honours Degree, Master's Degree, and any other Qualifications required.
3. All attachments should be sent as one file in PDF format.
4. The subject of the email should be **“Application for the Position of Director Strategy and Planning ”**

Deadline: Tuesday 28th January 2025