



VACANCY ANNOUNCEMENT

The Public Procurement and Disposal of Public Assets Authority (PPDA) is established under the PPDA Act No.1 of 2003 to develop standards and regulate procurement and disposal practices in respect of all Procuring and Disposing Entities which include Central Government Ministries and Departments, Local Governments, State Enterprises, Constitutional and Statutory Bodies and post primary training institutions.

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

1. Job Title	:	SENIOR OFFICER – PERFORMANCE MONITORING
REPORTS TO	:	REGIONAL MANAGER
LOCATION	:	PPDA EASTERN REGIONAL OFFICE, MBALE
DEPARTMENT	:	PERFORMANCE MONITORING, REGIONAL OFFICES

Job summary: To ensure effective regulation of the public procurement and disposal function through monitoring performance and compliance with the PPDA Act 2003 that leads to improved service delivery geared towards achievement of sustainable national development.

DUTIES AND RESPONSIBILITIES

- Manage strategic relationships with key stakeholders in the region,
- Manage the conduct of procurement audits, contract audits, bid preparatory audits, compliance inspections and investigations in the Entities in the region,
- Participate in the review of the Audit tool periodically to incorporate emerging issues,
- Participate in the development of Capacity Building Programs and ensure effective implementation and monitoring of these Programs within the regions,
- Review quarterly, monthly submissions & procurement plans in the regions to ensure effective implementation,
- Conduct Procurement related Investigations in the region,
- Monitor the performance of the public procurement and disposal system (E-GP and GPP) and NDP III flagship projects in the region,
- Manage and frequently engage High Spend Entities in the region,
- Support the monitoring and reporting on local content in public procurement in the region,

- Participate in the establishment and maintenance of collaborations with academic/ other institutions to conduct research in Public Procurement in the region, and
- Undertake any other assignments as may be directed from time to time.

EDUCATIONAL REQUIREMENTS

- Honours Bachelors' Degree in Procurement or Supply Chain Management or a professional qualification in Procurement or Supply Chain such as CIPS, NEVI or any other related Professional Body,
- Full Professional qualification in Procurement or Supply Chain Management such as CIPS, NEVI or any other related Professional Body, and
- Professional qualification in either ACCA or CPA will be of added advantage.

JOB RELATED EXPERIENCE & KNOWLEDGE

- A minimum of 4 years in public procurement
- Knowledge of the PPDA Act, Regulations, Standard Bidding Documents and Guidelines.
- Knowledge of donor funded procurement Regulations (World Bank, European Union, African Development Bank)
- Experience in auditing

COMPETENCIES

Behavioural Competencies/Skills

- Excellent Management Skills
- Strong Analytical and Report Writing Skills
- Very good Interpersonal skills
- Excellent Stakeholder Management Skills
- Strong Negotiation Skills

CONDITIONS OF SERVICE

Full time employee on a 3-year renewable contract, based on satisfactory performance,

SUBMISSION OF APPLICATIONS:

Interested persons are requested to apply as follows:

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 PPDA application form, National ID, O-level and A-level Certificates, Honours Degree and other required Transcripts.

3. All attachments should be sent as one document in PDF format.
4. Applicants who have not followed application instructions may not be considered.
5. Canvassing or attempting to influence the recruitment process will lead to automatic disqualification.

Deadline: 9th September 2025 by 5:00pm. Applications received after the deadline shall not be considered.



Benson Turamye
EXECUTIVE DIRECTOR