

# BUDUDA DISTRICT SERVICE COMMISSION



## EXTERNAL ADVERT NO. 3 OF 2024

Applications are invited from suitably qualified Ugandans to fill the following vacant posts in Bududa District Local Government.

**Applications MUST be submitted in triplicate on PSC Form 3 (Revised 2008), and addressed to the Secretary, Bududa District Service Commission, P.O. Box, 292, Bududa to be received not later than 22<sup>nd</sup> November 2024 5.00pm.**

The application forms can be obtained from any District Service Commission offices country wide, or Public Service Commission offices, Farmers House, 2<sup>nd</sup> floor, Kampala or from Public Service Commission website. [www.psc.go.ug](http://www.psc.go.ug).

The applications should bear the title of the post as well as the reference number specified against the vacancy.

Applicants must attach certified photocopies of all academic certificates and transcripts, registration certificates, a photocopy of the National Identity card, curriculum vitae, three (3) recent coloured passport photographs and any other relevant documents like appointment, confirmation letters, and staff performance appraisal forms for the last 3 years for serving officers.

**Only qualifications from recognized Institutions will be considered.**

Serving officers **MUST** route their applications through their immediate supervisors/heads of departments who should be informed of the closing date to avoid delay and should not have reached the mandatory retirement age of 60 years. The applicants who are not currently in the civil service should be below the age of 50 years. Applicants who will not hear from us on conclusion of the selection exercise should consider themselves unsuccessful.

**For all posts, qualified women and persons with disabilities are encouraged to apply since we are an equal opportunity Public Service Entity.**

Please indicate on the PSC Form /application form reliable postal addresses, telephone contacts and email addresses.

For detailed information on each post, please refer to the Local Governments Job description and person specifications 2011 and 2017, Scheme of service for the Accounts Cadre 2016, Scheme of Service for the Internal Audit Cadre 2018, which can be obtained from Public Service Commission website [www.psc.go.ug](http://www.psc.go.ug) or ministry of public service website [www.publicservice.go.ug](http://www.publicservice.go.ug) all District Service Commission offices country wide and Bududa District Notice Boards.

***NB: “Recruitment in Bududa District Service is Free of charge and we stand for zero tolerance to corruption. Applicants are cautioned to report all cases of solicitation with promises for jobs to the District Authorities”***

SNO	DEPARTMENT	POST TITLE	SCALE	NO. OF VACANCIES	JOB REFERENCE
1.	Finance	Chief Finance Officer	U1E	1	BUD/DSC/156/001/03/2024
2.	Internal Audit District Headquarters	Senior Internal Auditor	U3	1	BUD/DSC/156/002/03/2024
3.	Health	Clinical Officer	U5	1	BUD/DSC/156/003/03/2024
4.		Enrolled Midwives	U7	3	BUD/DSC/156/004/03/2024
5.		Laboratory Assistant	U7	1	BUD/DSC/156/005/03/2024
6.		Health Information Assistant	U7	1	BUD/DSC/156/006/03/2024
7.		Askari	U8	1	BUD/DSC/156/007/03/2024
8.		Porter	U8	1	BUD/DSC/156/008/03/2024

**SECRETARY DISTRICT SERVICE COMMISSION**