



EMPLOYMENT OPPORTUNITIES

ADVERT MAY, 2025

Applications are invited from suitably qualified candidates for the following vacant positions at Bugema University.

Please see the job details on the Bugema University Website: www.bugemauniv.ac.ug.

Submit your application and relevant hard copies of your detailed CV, certified academic transcripts, and certificates through hrm@bugemauniv.ac.ug or the Department of Human Resource Management not later than **5:00 pm, Wednesday, 28th May, 2025**.

Clearly indicate the position you are applying for on the envelope.

Only shortlisted candidates shall be contacted for interviews. Impersonation of any nature is a criminal offense. Bugema University provides equal opportunities to everyone. Applicants who do not hear from Bugema University upon completion of the selection exercise should consider themselves unsuccessful.

Telephone Mainline: (+256). 312 351 400, HRM Office (+256) 312 351 410

| ACADEMIC STAFF | | | | |
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| No. | SCHOOL | DEPARTMENT | | SPECIALIZATION |
| 1 | Education | Arts Education | These should have an educational background | M.A. Linguistics (English language/Literature) (1) M.A. Swahili (2) M.A. History (1) M.A. Entrepreneurship (1) M.A. Economics (1) |
| | | Science Education | | MSc. Agriculture (1) MSc. Chemistry (1) MSc. Public Health (1) MSc. Information Technology |
| 2 | Science & Technology | Computing & Informatics | | M.Sc. Software Engineering (01) M.Sc. Computer Networks and Security (01) M.Sc. Cybersecurity (01) M.Sc. Cloud computing (01) M.Sc. Open source software development (01) |
| | | Life & Physical Sciences | | MSc Biochemistry with a specialization in molecular Biology, biotechnology, and microbiology. (1) MSc in Biomedical Engineering or a related field (1) |
| 3 | Agriculture & Applied Science | Agricultural & Environmental Sciences | | M.Sc. Animal Science (02) Environmental Science (02 PhD) Agricultural Economics (01 PhD) Agribusiness. (1 PhD) GIS/Climatology (01 PhD) MSc Agricultural Engineering (01) |
| | | Nutrition, Food Science & Technology | | M.Sc. Nutrition (01) |
| 4 | Social Sciences | Social Work & Counselling | | Psychology/ Counseling (01 PhD) |
| | | Development & Humanitarian Studies | | Journalism and Communication (01 PhD) Humanitarian Studies (01 PhD) Public Administration and Management (01 PhD) |
| 5 | Health and Allied Sciences | Nursing | | PhD Nursing (1) M.Sc. Nursing (1) MB ChB (1) |
| | | Midwifery | | BSc. Midwifery/ Diploma Midwifery and B. Medical Education (1) |

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| 6 | Business | Management | Background in procurement | MBA Procurement (1) |
| | | Accounting & Finance | Three | MBA & (CPA/ ACCA) Accounting (1) MBA Finance (1) MBA Insurance (1) |
| | Assistant Lecturer/ Lecturer | Responsible to: The Head of Department Terms of employment: Part-time contract renewable based on evidence of research, publication, and satisfactory performance. Purpose of the Job: To teach, research, innovate, and actively participate in community engagement. | | |
| | Minimum qualifications | A bachelor’s degree of at least second upper GPA 3.6 and above, which is relevant to the department or discipline to which appointment is sought, recognized by the National Council for Higher Education. Master’s degree with a CGPA of 4.0 and above, and with evidence of a pedagogical qualification for Higher Education for those without a background in education as a profession. A PhD in the same area of specialization is an added advantage, experience of two years teaching in a reputable University/ Institution, and must be computer literate and knowledgeable about e-platforms. | | |
| 7 | Graduate Studies | Business Administration | Area of specialization | Accounting (1 PhD) Procurement (1 PhD) |
| | | Development Studies | | Development Studies (1 PhD) |
| | | Environmental Studies | | Environmental Studies (1 PhD) |
| | | Public Health | | Public Health (01 PhD) |
| | | Education | | Education Management (2 PhD) |
| | Lecturer/ Senior Lecturer | Responsible to: The Head of Department at the graduate school Terms of employment: Semester contracts are subject to the availability of teaching load or the number of students to supervise. Purpose of the Job: Teaching, research supervision, and publishing. | | |
| | Minimum qualifications for Lecturer/Senior Lecturer | A PhD in the same area of specialization is required. Should have been a lecturer for at least more than two years in a reputable University/ Institution, computer literate and knowledgeable about e-platforms. Evidence of supervision of at least three graduate students to completion. Evidence of community service. | | |
| TECHNICIANS | | | | |
| 8 | Agriculture & Applied Science | Agricultural & Environmental Sciences | 2 | Senior Field Technician - Agriculture (1) Laboratory Technician (1) (Biologicals) |
| | | Nutrition, Food Science & Technology | | Laboratory Technician (1) (Nutrition) |
| 9 | Science & Technology | Computing & Informatics | 2 | |
| | | Life & Physical Sciences | | Degree in Lab science and technology (Physics), |
| 10 | Health and Allied Sciences | Nursing | 2 | Diploma in Nursing with two years’ experience and a valid practicing license. |
| | | Midwifery | | Diploma in Midwifery with two years’ experience and a valid practicing license. |
| | Technician | Responsible to: The respective Head of Department Terms of employment: A three-year renewable contract will be established upon satisfactory performance. Purpose of the Job: To support teaching and research by maintaining equipment, preparing materials, ensuring safety, and assisting staff and students with experiments. | | |
| | Minimum qualifications for a Technician | Must have First Class or Second Class Upper Division Bachelor's Degree in the relevant technical discipline (Or A Second Class Lower Division Bachelor's Degree in special circumstance), at least an Ordinary Diploma (Credit and above) in the relevant fields and working experience of at least three years' work experience at the level of Assistant Technician or its equivalent. | | |
| SUPPORT STAFF | | | | |
| | VACANT POSITION | | NUMBER OF VACANCIES | |
| 11 | INTERNAL AUDITOR | | Responsible to: The University Council (Number of vacancies 01) Terms of employment: A three-year renewable contract will be established upon satisfactory performance. | |

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| | | Purpose of the Job: He/she is responsible for Audit work in the University by ensuring proper keeping of the books of accounts and systems. |
| | Minimum Qualifications | Master's Degree in Finance, Accounting, Auditing or equivalent, Bachelor's Degree in Accounting, Finance, Commerce, Business Administration, Business studies or equivalent (Accounting option). Must have completed Professional qualifications, such as CPA, ACCA, or CIA, and be a member of the Institute of Certified Public Accountants of Uganda (ICPAU). Must be a member of the Institute of Internal Auditors of Uganda (IIA). Five (05) years of full-time working experience in Internal Auditing/external auditing and knowledge of the Sunplus accounting system is an added advantage |
| 12 | LIBRARY ASSISTANT | Responsible to: The Assistant Librarian Terms of employment: A three-year renewable contract will be established upon satisfactory performance. Purpose of the Job: To support the smooth functioning of the library by helping with the organization, maintenance, and management of library resources. |
| | Minimum Qualifications | A Diploma or equivalent qualification in Library and Information Science or Records Management or a related field as recognized by NCHE., Basic computing skills. He/she is appointed on a three-year performance contract renewable upon satisfactory performance and reports to the Assistant Librarian. |
| 13 | ASSISTANT LIBRARIAN | Responsible to: The Librarian Terms of employment: A three-year renewable contract will be established upon satisfactory performance. Purpose of the Job: To support the overall operations of the library by assisting in the management and organization of library resources, helping users locate information and materials, and ensuring the smooth functioning of library services. |
| | Minimum Qualifications | Have a Bachelor's degree or equivalent qualification in LIS or a related field as shall be recognized by NCHE. demonstrate good professionalism, teamwork and collaborative skills as per the institutional standards. Good computer skills. He/she is appointed on a three-year' performance contract renewable upon satisfactory performance and reports to the Librarian. |
| 14 | ADMINISTRATIVE ASSISTANT | Responsible to: The office bearer Terms of employment: Two-year renewable contract upon satisfactory performance. Purpose of the Job: Responsible for secretarial and administrative work in the respective office. |
| | Minimum qualifications | A mature, vibrant person below 50 years of age, with at least a Diploma in Office Administration and Secretarial studies, records management, or a closely related course of studies, with at least five years of working experience in a senior administrative office. This position requires a diverse skill set, including strong communication and interpersonal skills, effective organizational and time management abilities, and proficiency in office software and equipment with demonstrated problem-solving capabilities, attention to detail, and adaptability to changing tasks and technologies. Additionally, a basic understanding of financial matters and the ability to maintain confidentiality are important. Subscription to Bugema University norms and core values is a must |
| 15 | CHIEF SECURITY GUARD | Responsible to: DVC- Finance and Administration Terms of employment: A three-year renewable contract will be established upon satisfactory performance. Purpose of the Job: To be responsible for the security and safety of staff and students, as well as the property of all the university campuses. |
| | Minimum Qualifications | A mature, vibrant person aged below 50 years. Bachelor's degree preferably in Public Administration/Management/ a Diploma in Administrative Law or an equivalent, and five years working experience in security-related matters in a senior administrative position. A qualification in security-related matters is an added advantage. Communication, organization, decision-making, creativity, emotional intelligence, swiftness at work, and being keen on details are some of the required traits. |

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| | | A role model to all security guards and subscription to Bugema University norms and core values is a must. |
| 16 | SECURITY GUARDS | <p>Responsible to: Chief Security Guard</p> <p>Terms of employment: One-year renewable contract upon satisfactory performance.</p> <p>Purpose of the Job: To be responsible for the security and safety of staff and students, as well as the property of all the university campuses.</p> |
| | Minimum Qualifications | <p>A mature Ugandan with a valid National ID or confirmation of Information on the register letter from NIRA, below 40 years of age, with at least a UCE certificate, when the candidate must have passed English or mathematics.</p> <p>The candidate must be physically and medically fit, vibrant and ready to work at any campus of Bugema University.</p> <p>Should possess communication skills both written and verbal in English as the main medium of expression, organization, decision-making, creativity, emotional intelligence, swiftness at work, and being keen to details are some of the required traits.</p> <p>A qualification in security-related matters is an added advantage.</p> <p>Communication, Subscription to Bugema University norms and core values is a must</p> |