

# MEDICAL TEAMS INTERNATIONAL

## JOB VACANCIES

Medical Teams International is a faith-based not for profit health relief and development organization with a Calling "Daring to love like Jesus, we boldly break barriers to health and restore wholeness in a hurting world". MTI-Uganda is seeking to recruit highly competent, dynamic and experienced candidates to fill the following positions:

### 1) Job title: Senior Manager Operations

- **No. of Positions:** 01
- **Location:** Kampala
- **Reports to:** Deputy Country Director
- **Job Summary:**
  - Manages day to day operations to include, project procurements, operational systems and logistics, budgeting, financial, and property.
  - Provides high quality level strategic advice to Deputy Country Director on business and resource planning, financial sustainability and compliance; and leads the operations team.
  - Coordinates with Director of Programs to pursue and develop budgets and technical narrative for new programs in accordance with MTI strategic plan and draft strong project designs for proposals and grants
  - Remains abreast and proactively trains relevant staff on current practices in procurements and logistics operations
  - Monitors performance against targets and deliverables for all contracts including performance of sub-contracting partners.
- **Qualification:** University degree in Business Administration, Accounting, Public Administration, Communications; Masters preferred. Certification in Logistics & Procurement is beneficial.
- **Experience:** 3 years progressive experience in operational management preferably in UN and USG donor funded projects; Experience with remote management in transition environments highly desired; Experience in managing Contracts and sub contracts including liaison with government agencies; Experience project cycle management; Experience with International NGOs (US Government and UN agencies preferred).

### 2) Job title: Grants Officer

- **No. of Positions:** 01
- **Location:** Kampala
- **Follow url link below for JD**  
<https://www.dropbox.com/s/3sxcg4m7y1stmui/JD%20Grants%20Officer%20FINAL.docx?dl=0>

### 3) Job title: Pharmacy Technician

- **No. of Positions:** 01
- **Location:** South West (Nakivale )
- **Follow url link below for JD**  
<https://www.dropbox.com/s/3btn5os6av6lzh/JD%20Pharmacy%20Technician.docx?dl=0>

**APPLICATION DEADLINE: Friday October 20 2017,  
AT 5:00PM**

#### **Application Procedure:**

Interested applicants who meet the criteria should email their Application Letter and Curriculum Vitae including work related references to; [recruitmentug@medicalteams.org](mailto:recruitmentug@medicalteams.org).

Only online applications will be accepted. Your application will be reviewed if you have fulfilled all the requirements including submission of standard file types such as MS Word (.doc) and Adobe Acrobat (.pdf) in a single attachment (No Zipped files, Links or Multiple Attachments) and should not exceed **2MB**.

Indicate clearly in the subject line: Position and Location you are applying for. Do not attach your Academic transcripts. They will be requested if you are shortlisted.

**Only shortlisted candidates will be contacted.**  
**MTI is an equal opportunity Employer.**