



LOCAL GOVERNMENT FINANCE COMMISSION

EXTERNAL ADVERTISEMENT NO.1 2025

Local Government Finance Commission, established under Article 194 of the Constitution of the Republic of Uganda and mandated to advise the President on all matters concerning the distribution of revenue between the Government and local governments and the allocation to each local government of monies out of the Consolidated Fund among others. Applications are hereby invited from suitably qualified Ugandans to fill the following vacant positions on the new LGFC structure.

	Reference No.	Position	No of vacancies
1	LGFC/PITO/01/2025	Principal Information Technology Officer	01
2	LGFC/PRO/02/2025	Principal Research Officer	01
3	LGFC/SFA/03/2025	Senior Financial Analyst	01
4	LGFC/ITO/04/2025	Information Technology Officer-Systems Security	01
5.	LGFC/ITO/05/2025	Information Technology Officer-Systems Administrator	01

N.B:

The positions are contractual for a period of four (4) years and subject to renewal upon satisfactory performance.

APPLICATIONS

All applications must be accompanied with recent CVs detailing work experience, present position, and current remuneration, certified professional and educational qualifications. Applicants must also include a copy of their National Identity Card and three (3) referees (including their names, workplace and contact details). Females are encouraged to apply and applications should be physically delivered to the address below not later than 24th October 2025 or may be submitted through LGFC Email: lgfc@lgfc.go.ug.

The Commission Secretary,
Local Government Finance Commission
P.O. Box 23143 -Kampala - Uganda
10th Floor, Northern Wing, Workers House
Plot 1 Pilkington Road.

1. REF No. LGFC/PITO/01/2025

Job Title: **Principal Information Technology Officer (1)**

Salary Scale: LGF- 4

Entry Age: 35 – 45 Years

Reports to: Deputy Commission Secretary and Director Finance and Administration

Supervises: Senior ICT Officer

Job purpose

To provide overall leadership, technical guidance, development and implementation of information and communication systems, policies, and regulations regarding Data/information management services, infrastructure and networks.



Key Functions

- Advise the Commission on overall ICT Policy, strategy procedures and on any other ICT related matters.
- Managing and ensuring the maintenance of LAN and WAN systems in accordance with industry standards.
- Providing routine support to LGFC staff on LAN, WAN and other ICT issues
- Conducting and organizing staff development training in order to ensure optimum use of the available ICT infrastructure
- Monitoring the use of internal data and voice communication facilities (equipment and software)
- Proposing, specify and implement improvements of the network Facilities.
- Providing for efficient database design and database implementation
- Maintaining central database structures and administering access rights
- Advising on the use of centralized and distributed databases.
- Maintaining the integrity and protection of Database systems.
- Providing technical guidelines and assistance to staff and other stakeholders on Database matters.
- Testing potential Software and advise on its application Person Specification.
- Monitoring adherence to ICT policies by user departments.
- Preparing specifications of ICT Software and Hardware to be procured.
- Participating in technical and management committees.

Person Specifications

Qualification:

- Honors Degree in Computer Science or Information Technology and Computing or Computer Information Systems and Administration or Business Information Systems, Business Computing, System Administration or Software Engineering System Design and Analysis and Master's degree in the above fields obtained from a recognized university or Institution.



- CISCO Certified Network Administration (CCNA), Oracle Certified Professional (OCP), Microsoft Certified Systems Engineering (MCSE), Microsoft System Development (MSD) and Oracle Certified Development (OCD), Information Security and Audit (ISACA) Certification.

Experience

- Must have a minimum of Six (06) years working experience, three (3) of which should have served at the level of Senior IT Officer or equivalent level of experience in Government or reputable organization.

Competences

Technical Competences

- Information Communication Technology
- Management of organizational environment
- Planning, Organizing and coordinating
- Good understanding of international protocols and convent

Behavioral competences

- Innovativeness
- Teamwork leadership and Networking
- Concern for quality standards
- Accountability
- Knowledge management
- Communicating effectively
- Flexibility



2. REF No. LGFC/PRO/02/2025

Job Title: Principal Research Officer

Salary Scale: LGF-4

Entry Age: 35-45 Years

Reports to: Manager Research

Directly Supervises: Senior Research Officer

Purpose of the Job:

To analyze data, design data analysis tools and coordinate research to keep the Commission abreast with development national policy concerning Local Governments financing and inform the Commission's Advisory Policy Note to the President.

Key Functions

- (1) Carry out research and analysis on policy issues and tender informed technical advice to the LGFC;
- (2) Produce well researched technical advice for the directorate of research and policy analysis as a basis for formulating advice on all matters concerning the sharing of revenue between the central and local governments
- (3) Liaise with other MDAs to develop cross- sectoral plans and programs
- (4) Develop analytical strategic options and guidelines pertaining to the promotion and enforcement of LGFC programs in LGs;
- (5) Monitor and evaluate the successes of policy implementation in LGs and give appropriate recommendations for evidence based future approaches;
- (6) Conduct statistical and applied research to keep the LGFC abreast of issues at hand;
- (7) Evaluate and undertake periodic review of the implementation of policies and accomplishments within the LGFC to ascertain their workability mode;
- (8) Collect and analyze data on various projects within the LGFC with a view of establishing relevant information that facilitate improved implementation;



- (9) Generate issues for research and related concept notes for the department for presentation to technical committees
- (10) Generate issues for research and policy committee of the Commission
- (11) Provide Secretariat services to the Research and Policy Committee of the Commission.

PERSON SPECIFICATIONS

Qualifications

- (i) An Honors Bachelor's Degree in Economics or Statistics from a recognized Institution from a recognized institution;
- (ii) A Master's Degree in Economics or Statistics, or MBA, MPA with a bias in Economics, from a recognized Institution

Experience

Must have six (6) years of working experience in the area of research, data analysis and management, three (3) of which must have been at a Senior Level, in a Public or a reputable organization;

Competencies

(i) Technical

- Must have knowledge on Fiscal decentralization
- Understand Intergovernmental fiscal issues
- Possess Monitoring and evaluation Skills
- Understand Public Sector Reform
- Must have knowledge on Revenue enhancement
- Possess Strategic Planning and Budgeting Skills
- Knowledgeable in analytical reviews performance reviews/assessment studies and project implementation reviews
- Must have Research skills
- Possess Report writing skills
- Ability to analyze policy, write reports and Policy Briefs
- Computer literate



(ii) Behavioral

- Self-driven and demonstrated ability to achieve results
- Effective communication
- Time Management
- Strong interpersonal skills
- Ability to organize and lead a winning Team
- Ethics and Integrity
- Able to mentor and supervise staff
- Attention to detail
- Be able to communicate effectively
- Must be able to effectively manage time

3. REF No. LGFC/SFA/03/2025

Job Title: **Senior Financial Analyst (1) – Local Revenue**

Salary scale: LGF-5

Entry Age 30- 45 Years

Reports to: Principal Financial Analyst – Local Revenue

Directly Supervises: Financial Analyst

Job Purpose :

- To provide technical input and guidance for correct funding of local governments through the grants system.



Key Functions

- Develop and regularly update the LGFC Framework for Local Revenue Enhancement
- Monitor the implementation of Local Revenue Enhancement Strategies (LRES) across LGs.
- Analyze local government's responsibilities to ascertain levels of service provision committed.
- Coordinate capacity-building programs for local revenue staff.
- Ascertain criteria applied when determining funding for local governments
- Analyze the level of funding provided in relation to service provision committed
- Review local governments funding in light of their responsibility with view of provision of equity and fairness in allocation of grants
- Make recommendations and to provide guidelines on how to operationalize equalization grants following fiscal capacity and service delivery assessment
- Coordinate fiscal decentralization strategy implementation
- Liaise with the Ministry of Finance Planning and Economic Development and line ministries on the funding of priority program areas.

PERSONAL SPECIFICATIONS

Qualifications

- An Honors Bachelor's Degree in Economics or Statistics from a recognized Institution from a recognized institution.
- A Master's Degree in Economics or Statistics, or MBA, MPA with a bias in Economics, from a recognized Institution

Experience

At least 3 years working experience in a public or reputable organization.

Competencies

(i) Technical

- Must have knowledge on Fiscal decentralization
- Understand Intergovernmental fiscal issues



- Possess Monitoring and evaluation Skills
- Understand Public Sector Reform
- Must have knowledge on Revenue enhancement
- Possess Strategic Planning and Budgeting Skills
- Knowledgeable in analytical reviews performance reviews/assessment studies and project implementation reviews
- Must have Research skills
- Possess Report writing skills
- Knowledge in project Planning and implementation
- Ability to analyze policy, write reports and Policy Briefs

(ii) Behavioral

- Self-driven and demonstrated ability to achieve results
- Effective communication
- Strong interpersonal skills
- Ability to organize and lead a winning Team
- Ethics and Integrity
- Time Management
- Be able to communicate effectively

4. REF No. LGFC/ITO/04/2025

Job Title: **Information and Technology Officer - Information Security (1)**

Salary scale: LGF-6

Entry Age: 24-35 Years

Reports to: Senior I T Officer

Directly Supervises: None



Job purpose:

- To provide technical and tactical support for efficient security network systems.

Key functions

- Conducting periodic vulnerability assessment and managing
- threats to ICT assets
- Analyzing the logs of various systems for initiating preventive
- mechanisms
- Monitoring adherence to information security policies and
- standards.
- Providing solutions to information security incidents and manage
- IT business continuity
- Providing information security consultancy to the institution
- Documenting and reporting information on security incidents.
- Facilitate compliance monitoring

PERSON SPECIFICATIONS**Qualifications**

- An Honors Bachelor's Degree in Information Technology or information Science/Systems from a recognized University/ Institution.
- Additional qualification in data base or systems Administration is an added advantage.

Experience

- Two (2) years working experience is required

Competencies**(i) Technical**

- Information Communication Technology
- Planning, Organizing and
- Good understanding of international protocols and conventions



(i) Behavioral

- Innovativeness
- Teamwork and Networking
- Concern for quality standards
- Accountability
- Knowledge management
- Communicating effectively
- Flexibility

5. REF No. LGFC/ITO/05/2025

Job Title: **Information and Technology Officer – Systems Administrator (1)**

Salary scale: LGF-6

Entry Age: 24-35 Years

Reports to: Senior I T Officer

Directly Supervises: None

Job purpose:

- To operate and manage the ICT systems of the institution

Key functions

- Managing the integrity of system resources
- Adding and deleting users' equipment and partitioning disks
- Maintaining the file system integrity and providing user guidance.
- Supervising System Administrators
- Upgrades of systems and related operating system issues

PERSONAL SPECIFICATIONS

Qualifications

- An Honors Bachelor's Degree in Information Technology or information Science/System or Library or Information Science/Systems from recognized University/Institution
- Additional qualification in data base or systems Administration is an added advantage.



Experience

- Two (2) years working experience is required

Competencies

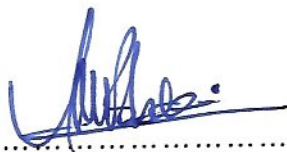
(j) Technical

- Information Communication Technology
- Planning, Organizing and
- Good understanding of international protocols and conventions

(ii) Behavioral

- Innovativeness
- ☐ Teamwork and Networking
- ☐ Concern for quality standards
- ☐ Accountability
- ☐ Knowledge management
- ☐ Communicating effective
- ☐ Flexibility

Issued by:



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Adam Babale

COMMISSION SECRETARY

Date: 01/10/2025