

Tuesday, 7th September 2021.

EMPLOYMENT OPPORTUNITY

Windle International Uganda (WIU) is a registered INGO whose primary mission is to promote peace and development in the countries through provision of Education and training opportunities to Refugees and people affected by conflict. WIU has been the leading provider of access to university education, post-primary education, primary and vocational training for conflict affected Africans since 1996.

With funding from UNHCR, WIU seeks to recruit suitable persons to fill three (3) vacancies to support Vocational Skills Training in a secondary school based in Pagirinya settlement- Adjumani district.

1. Job titles: Tutor/ Instructor (03)

- Tailoring and fashion design (1).
- Welding and metal fabrication (1)
- Electrical and Solar Installation (1)

Reports to: Head teacher

Duties and responsibilities

- Organize program of practical and technical instruction, including demonstrations of skills required in trade and lectures on theory, techniques and terminology.
- Instruct students in curriculum subject areas, in the use and maintenance of tools and equipment codes or regulations related to trade and safety precautions.
- Plan and supervise work of students, individually or small group or laboratory.
- Carries out continuous assessment of students' performance.
- Monitor student's safety use of tools and equipment.
- Provide counselling and guidance to students.
- Promote child safeguarding practices at school level.
- Recommend the purchase of appropriate books, audio-visual materials, software, equipment, training materials and other materials relevant to the department.
- Keep and maintain departmental records / inventory (Registers, records of work, progress reports, financial records and equipment). Then report these to the Headteacher.

Minimum Qualifications and Professional Experience

- Qualifications in any of the following areas is required for this position (Diploma in the specific filed and a certificate in Teaching);

Course	Minimum Qualification
Tailoring and Fashion Design	Diploma in Tailoring and Garment Design or related field.

Welding and Metal Fabrication	Diploma in Welding and Metal Fabrication or a related field.
Electrical and Solar installation	Diploma in Electrical Engineering or a related field.

- CTTE (Certificate in Technical Teacher Education) is required.
- Craft Certificate is an added advantage.
- Applicants must be registered with Ministry of Education and Sports (MoES).
- Applicants should be highly motivated individuals willing to work in a refugee settlement.
- At least two years professional teaching experience.

How to apply:

Interested applicants should submit their hand-written applications including detailed and up-to-date typed curriculum Vitae, photocopies of all their academic and professional documents, photocopy of national ID or refugee attestation, **Letter of recommendation detailing good conduct** (no criminal activity including protection violations) from former employer or LC authority or RWC and the contact details of three professional referees addressed to:

The Human Resource Administrator
Windle International Uganda
Adjumani Field Office

All Applications should be hand delivered to **Windle International Uganda (WIU), Adjumani Field Office**, during working hours between 8:00 am- 5:00 pm.

Closing Date: All applications should be received not later than **Monday, 20thSeptember 2021** by **5pm**.

Note:

- ❖ Applicants must have no history of violation of children’s rights or of Child abuse and sexual exploitation
- ❖ Windle International Uganda is an equal opportunity and a corruption intolerant employer. Women and persons with disability who meet the job requirements are encouraged to apply.
- ❖ No fee is charged at any stage of the recruitment process. All applications will be assessed strictly on individual merit
- ❖ No canvassing or lobbying will be tolerated. Individuals found to have done so will be disqualified and blacklisted.
- ❖ Whereas we actively welcome all applications, only shortlisted candidates shall be contacted for interviews.

WIU Management