



## **Career with BRAC Uganda**

BRAC is a development success story, born in Bangladesh and expanded into 10 other developing countries across Asia and Africa. It spreads anti-poverty solutions, making it a global leader in providing opportunities for the world's poor.

BRAC was founded in Bangladesh in 1972 by Sir Fazle Hasan Abed, and today BRAC is one of the top leaders in developing cost-effective, evidence-based poverty innovations in extremely poor, fragile and post-disaster settings. BRAC started its first programme outside of Bangladesh in Afghanistan in 2002. BRAC International currently reaches over 19 million people beyond Bangladesh and creates opportunities to break the cycle of poverty.

With a holistic approach using an array of interventions including microfinance, education, healthcare, legal services and more, BRAC invests in communities' own human and material resources, catalyzing lasting change and creating an ecosystem in which the people in poverty have the chance to seize control of their own lives. Of the world's top development and humanitarian relief organisations, BRAC is one of the few based in the global south. In February 2019, BRAC was ranked as the number one NGO in the world for the fourth consecutive year by the Geneva-based NGO Advisor, an independent media organisation committed to highlighting innovation, impact and governance in the non-profit sector.

BRAC International is seeking application from competent, dynamic and self-motivated individuals to fill the following 9 vacancies in BRAC Uganda:

### **BRAC UGANDA, Social Business Enterprise**

BRAC social enterprises provide value chain linkages, support employment for poor communities and generate profits that contribute to our development programmes. In Uganda the social enterprise was started by establishing an in-house seed production and processing center at Nakaseke in 2014 and has since grown as a seed enterprise processing & distributing different seed varieties all over the country.

#### **1. Corporate Sales Manager**

##### **Key Responsibilities:**

- Achieve season wise corporate sales and target without deviation.
- Prepare strategic agendas for strengthening corporate sales.
- Connect with potential clients on a regular basis and ensure order.
- Ensure timely order booking, delivery and receipt of payments.
- Ensure proper documentation, effective communication and reach deadline.

##### **Others: (Safeguarding)**

- Ensure the safety of team members from any harm, abuse, neglect, harassment and exploitation to achieve the programme's goals on safeguarding implementation. Act as a

key source of support, guidance and expertise on safeguarding for establishing a safe working environment.

- Practice, promote and endorse the issues of safeguarding policy among team members and ensure the implementation of safeguarding standards in every course of action.
- Follow the safeguarding reporting procedure in case any reportable incident takes place, encourage others to do so.

### **Educational Requirements:**

Bachelor's degree in Agriculture, Natural Sciences or related studies. Master's in Business Administration is an added advantage.

### **Required Competencies**

- Clear understanding of clients like government, INGO, Donor who buy seeds from the company.
- Forecasting, budget preparation, budget control, order booking, payment handling.
- Negotiation skills
- Problem solving skills
- Effective communication skills.

### **Experience Requirements:**

- At least 3 years' hands-on experience dealing with corporate sales.

**Employment type:** Contractual

**Salary:** Fixed

**Job Location:** BRAC Uganda, Country Office, Kampala

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## **2. Coordinator, Tissue Culture**

### **Key Responsibilities:**

- Manage current activities of Banana sucker production in laboratory.
- Explore and create demand for banana suckers.
- Protocol development for coffee, cassava and Irish Potatoes.
- Technical and commercial activities/Initiatives to make Tissue Culture a profitable business.
- Effective communication, reporting, documentation and issue handling.

### **Others: (Safeguarding)**

- Ensure the safety of team members from any harm, abuse, neglect, harassment and exploitation to achieve the programme's goals on safeguarding implementation. Act as a key source of support, guidance and expertise on safeguarding for establishing a safe working environment.
- Practice, promote and endorse the issues of safeguarding policy among team members and ensure the implementation of safeguarding standards in every course of action.

- Follow the safeguarding reporting procedure in case any reportable incident takes place, encourage others to do so.

**Educational Requirements:**

Bachelor of science in Agriculture, Biotechnology or related studies.

**Required Competencies**

- Hands-on experience for end to end banana sucker production in lab for 3 years.
- Clear understanding of protocol development and execution
- Market information and tissue culture plantlet selling.
- Handling collaborative projects with INGO /Donor.

**Experience Requirements:**

- At least 3 years' hands-on experience in a similar role.

**Employment type:** Contractual

**Salary:** Fixed

**Job Location:** BRAC Uganda, Nakaseke Farm

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### 3. Quality Assurance Officer

**Key Responsibilities:**

- Ensure quality in every step of seed business.
- Field visits to ensure quality in field production.
- Handling seed quality lab in a cost effective manner
- Arranging seeds inspection visit and ensure timely labeling to seeds that are to be delivered.
- Effective communication, documentation and stakeholder management.

**Others: (Safeguarding)**

- Read, understand, practice, promote and endorse the issues of safeguarding policy among team members and ensure the implementation of safeguarding standards in every course of action
- Follow the safeguarding reporting procedure in case any reportable incident takes place, encourage others to do so.

**Educational Requirements:**

Bachelor of Science in Agriculture or Bachelor in Natural Science

**Required Competencies**

- Clear understanding of field and seed standards in quality aspects
- Experienced in operating Quality Control Lab Independently.
- Hands-on knowledge for seed quality testing, reporting and documentation.

**Experience Requirements:**

- At least 2 years' experience working in quality control for any seed company.

**Employment type:** Contractual**Salary:** Fixed**Job Location:** BRAC Uganda, Nakaseke Farm

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**4. Inventory and Distribution Officer****Key Responsibilities:**

- Stock and distribution management and finding out cost effective solutions.
- Ensuring record keeping, documentation and reporting every step
- Planning and executing of timely delivery of seeds in a cost effective way.
- Effective communication and stakeholder management
- Budget preparation, budget control and reaching deadline with zero deviation

**Others:** (Safeguarding)

- Read, understand, practice, promote and endorse the issues of safeguarding policy among team members and ensure the implementation of safeguarding standards in every course of action
- Follow the safeguarding reporting procedure in case any reportable incident takes place, encourage others to do so.

**Educational Requirements:**

Bachelor of procurement & Logistics management, Bachelor of commerce, or a related field.

**Required Competencies**

- Distribution planning and execution, client management effectively.
- Knowledge on record keeping, reporting, documentation.
- Excellent communication skills.
- Good team player, Problem solving attitude and work with deadlines.

**Experience Requirements:**

- At least 2 years' experience in stock or Inventory Management..

**Employment type:** Contractual**Salary:** Fixed**Job Location:** BRAC Uganda, Nakaseke Farm

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## 5. Regional Sales Coordinator

### Key Responsibilities:

- Effective sales planning, monthly, seasonal and yearly sales target achieve
- Forecasting, demand creation, branding, sales force effectiveness
- Market analysis, new market penetration, new product introduction.
- Pre-seasonal order booking and ensure smooth delivery in time.
- Proper documentation, reporting and reaching deadlines

### Others: (Safeguarding)

- Ensure the safety of team members from any harm, abuse, neglect, harassment and exploitation to achieve the programme's goals on safeguarding implementation. Act as a key source of support, guidance and expertise on safeguarding for establishing a safe working environment.
- Practice, promote and endorse the issues of safeguarding policy among team members and ensure the implementation of safeguarding standards in every course of action.
- Follow the safeguarding reporting procedure in case any reportable incident takes place, encourage others to do so.

### Educational Requirements:

Bachelor of Science in Agriculture, Natural science, Business Administration or a related field.

### Required Competencies

- Experienced in achieving monthly, semesterly and yearly sales target.
- Channel management, dealers visit, sales and deposit monitoring experience.
- Team development, effective communication, documentation and reporting.

### Experience Requirements:

At least 3 years' experience as a line manager handling sales team of about 20 people.

**Employment type:** Contractual

**Salary:** Fixed

**Job Location:** BRAC Uganda, Anywhere in the country

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## 6. Territory Sales Officer (04 Positions)

### Key Responsibilities:

- Commitment to achieve weekly, Monthly, semesterly & yearly sales target.
- Managing demand creation activities in a cost effective manner.
- Pre-Seasonal order booking from dealers and delivery in time.
- Yearly sales budget preparation, budget tracking, Forecasting and documentation.
- Reporting, documentation, dealer networking and market analysis.

### Others: (Safeguarding)

- Read, understand, practice, promote and endorse the issues of safeguarding policy among team members and ensure the implementation of safeguarding standards in every course of action
- Follow the safeguarding reporting procedure in case any reportable incident takes place, encourage others to do so.

**Educational Requirements:**

Diploma in Agriculture, Natural science, Business Administration or a related field.

**Required Competencies**

- Can-Do-Attitude to achieve sales target monthly, seasonally and yearly.
- Team player, effective communication skills and reaching deadline.
- Understanding of seed market, competition and crop agronomy.

**Experience Requirements:**

At least 2 years' experience working as a sales officer in any Agriculture.

**Employment type:** Contractual

**Salary:** Fixed

**Job Location:** BRAC Uganda, Anywhere in the country

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If you feel you are the right match for the above mentioned positions, please follow the application instructions accordingly:

**Candidates** need to email their CV with a letter of interest mentioning educational level, years of experience, current and expected salary at [hr.uganda@brac.net](mailto:hr.uganda@brac.net)

**Please mention the name of the position in the subject line.**

**Only complete applications will be accepted and short listed candidates will be contacted.**

**Application deadline: 15 September 2019**

*BRAC is committed to safeguarding children, young people and adults, and expects all employees and volunteers to share the same commitment. We believe every stakeholder and every member of the communities we work with has the right to be protected from all forms of harm, abuse, neglect, harassment, and exploitation - regardless of age, race, religion, and gender, status as an individual with a disability or ethnic origin. Therefore, our recruitment policy and procedure include extensive background checks and disclosure of criminal records in order to ensure safeguarding to the fullest extent.*

*BRAC is an equal opportunity employer.*