



## **Background**

Uganda Vision 2040 has the primary aim of seeing Uganda become a middle-income country by 2040. To bring about this Vision the Government of Uganda (GoU) has developed a number of supporting plans, policies and strategies, but all fall within the National Development Plan II (NDPII). The NDPII mentions a number of strategic agricultural commodity options which it believes, if supported and grown, can help move Uganda towards its Vision 2040. One of the commodity sectors mentioned is the fisheries and Aquaculture sector, and in particular Uganda's ability to produce fish and fishery products for domestic, regional and international markets. However, for this to be achieved a number of sector challenges need to be addressed including; outdated and non-enforced policies, poor production, productivity and quality assurance practices, and marketing and processing facilities which do not meet current international standards.

The European Union (EU) identified the opportunity of the Aquaculture sector within its National Indicative Plan (NIP) for Uganda and agreed to fund a 6-year project, implemented by the Ministry of Agriculture, Animal Industries and Fisheries (MAAIF), to support the development of the commercial aquaculture such that it could realize its full potential. The project is called "Promoting Environmentally Sustainable Commercial Aquaculture in Uganda" and is financed under the 11th European Development Fund (EDF).

The main objective of the project is to use a holistic value chain approach in the targeted geographical areas, to leverage an increase in the overall performance (in terms of production volume, quality, value addition, increased employment and environmental sustainability) of the Ugandan aquaculture value- chain.

The Ministry of Agriculture, Animal Industry and Fisheries wishes to invite suitably qualified individuals, with qualifications and experience to apply for the following positions:

### **POSITION: PROJECT ACCOUNTANT**

#### **Purpose of the Position:**

The objective of this assignment is to ensure timely and efficient and effective management of project resources for timely implementation of project activities in accordance with the Project Financial management manual. The selected consultant is expected to play a key coordinating role between all stakeholders in the financial management cycle.

#### **Duties and responsibilities**

1. Develop sound internal financial management controls and mechanism, in line with EU requirements.

2. Regularly keep project memorandum books in support of financial ledger for the project and process accounting documents for authorization and payment.
3. On a daily basis, collate all documents covering financial transactions of the project and prepare them for the Project's authorizing process.
4. On a monthly basis, update financial ledgers and generate routine and periodic financial reports on Project progress.
5. Regularly process approved invoices and raise Payment Vouchers in consultation with the implementation units, codify the expenditure and note the correct codes on the payment vouchers;
6. Maintain the Project's expenditure commitment register and update the register regularly in liaison with the implementing units that the register reflects all commitments outstanding;
7. Periodically collate data and documentation and prepare documents to replenish the Project Petty Cash Fund.
8. Regularly open and keep files on all disbursements for the projects.
9. Maintain an advance payment register and monitor settlement of advances given by the Project.
10. Assist in maintaining the project's fixed asset register.
11. Prepare and regularly monitor Annual Work Plans and Budgets (AWPB).
12. Perform other related duties as requested by the Project Coordinator.

**Educational qualifications:**

- i. MUST have full professional qualifications in Accounting such as CPA or ACCA.
- ii. Master's degree and/or additional accounting qualifications are an added advantage.

**Relevant experience:**

1. At least 5 years of experience in financial and accounting work, solid experience budgeting, planning and reporting on donor funded projects.
2. Experience with or knowledge of EDF procedures and or Donor funded programs is a must.
3. Good knowledge of financial and accounting regulations and procedures of the GoU.

**Competencies:**

The candidate should have the following competencies:

- Proven knowledge and use of accounting softwares.
- Excellent communication, writing and presentation skills as well as a demonstrated commitment to team work.

- Ability to meet targets/objectives within specified timeframes.
- Good interpersonal skills in dealing with the value chain stakeholders especially the senior executives and government officials.
- High degree of integrity and honesty.
- Ability to work long hours.

### **Duty Station**

**Ministry of Agriculture, Animal Industry & Fisheries (MAAIF),**

**Plot 16–18, Lugard Avenue,**

**, Entebbe, Uganda**

**PESCA Project Management Unit Office, Entebbe.**

### **Report to:**

**The Project coordinator on Project financial and operational implementation functions; and the Head of Accounts on the line financial functions.**