



EXTERNAL JOB ADVERT: 31/01/2022

VACANCY ANNOUNCEMENT

The Ministry of Tourism, Wildlife and Antiquities (MTWA) is mandated under the Tourism Act 2008 to collect, analyse and disseminate Tourism Statistics on behalf of the stakeholders in the Tourism Development Programme and also collaborate with the Uganda Bureau of Statistics on matters relating to statistical development.

The Ministry intends to conduct a Tourism Expenditure and Motivation Survey (TEMS 2022). The survey will provide the Ministry with reliable information about visitors to Uganda, including their length of stay, expenditure, travel arrangement and demographic characteristics. It will be conducted from March to April 2022. It is therefore against this background that we seek to recruit highly dynamic, self-motivated, competent, result oriented and good team players of strong character and high integrity to fill the position below;

POLICY RESEARCH AND PLANNING DIVISION

JOB TITLE	Field Interviewers (40)
JOB REFERENCE	MTWA/PPRU/TEMS/LS22
REPORTS TO	Field Supervisor
EMPLOYMENT TERMS	Contract (2 weeks)

DUTIES/KEYRESPONSIBILITIES:

1. Interview all eligible persons, using a Questionnaire
2. Administer the respective Questionnaire to all selected respondents
3. Capture data manually using CAPI
4. Edit and cross check errors in the collected data
5. Write, prepare and submit field reports
6. Responsible for the safety of all survey equipment/materials allocated to you.
7. Ensure confidentiality of the data collected.
8. Submit duly completed questionnaires/returns to the field supervisor or Headquarters.
9. Pay attention to details and input data correctly and accurately
10. Perform any other duties assigned from time to time by the field supervisor in relation to work

QUALIFICATIONS, SKILLS AND EXPERIENCE

1. The applicants for the Field Interviewer job should at minimum have Uganda Advanced Certificate of Education with credit in Mathematics and English at 'O' level.

Mission: "To develop and promote the tourism, wildlife and heritage resources for enhancement of Uganda as a competitive and preferred tourist destination, with accelerated sector contribution to the national economy".

2. Should have participated in data collection exercises for at least two to three years: those that have participated in Tourism related surveys have an added advantage
3. Prior use of computers or other digital devices for data collection is an added advantage.
4. Evidence of maturity, friendliness and willingness to work away from home for periods of approximately 2 weeks' fieldwork;
5. Must be fluent, both written and oral, in at least one of these local languages: English, Kiswahili, French
6. Ability to conduct interviews and record data accurately

Skills and other attributes

7. Computer literacy
8. Attention to detail
9. Strong numerical and analytical skills
10. Sound judgment to identify and report problems to supervisors
11. Good inter-personal skills.
12. Ability to communicate clearly and concisely, both orally and in writing
13. Ability to work under pressure and able to work well with teams
14. Leadership and team dynamics skills; and Presentation skills
15. Ability to understand and follow oral and written directives
16. Should be able to work at any border post in Uganda

Age: 20-35 years

HOW TO APPLY:

All qualified candidates should apply online through the email below.

hr.tourism@tourism.go.ug

NB:

Hardcopies shall not be accepted.

All applicants must attach relevant soft copies of academic transcripts, certificates and relevant appointment letters. (PDF copies maximum 10MB).

Only shortlisted candidates shall be contacted. All tendered in documents shall be verified with the relevant authorities. Any falsification of documents will lead to prosecution and any form of lobbying and canvassing will lead to automatic disqualification.

Deadline: 11th February, 2022 by 5pm.

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