

Lubaga Hospital



Employment Opportunities

ABOUT US

Lubaga Hospital, founded in 1899 (incorporated as Uganda Martyrs Hospital Lubaga) is the second oldest hospital in the country. The facility is a Private-Not-for-Profit Hospital, owned by the Archdiocese of Kampala and accredited by the Uganda Catholic Medical Bureau. The Hospital offers Out-Patient, Inpatient and Diagnostic services, Internal medicine, Maternity and Antenatal care, Paediatrics, Surgery, Physiotherapy, Public Health, Clinical Research and undertakes training of human resources for health. Lubaga Hospital has 250 beds and is undergoing transformation in accordance with the Strategic Plan in order to meet the aspirations of society and most importantly, to become a health facility of choice.

In response to the increasing demand for quality Training and Maintenance services, Lubaga Hospital is seeking to recruit highly qualified persons to fill the positions stated herein:

Job Title:	Workshop Manager
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Department:	Administration
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Reports Directly to:	Hospital Administrator
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Responsible for:	Workshop Staff
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MAIN PURPOSE OF THE JOB

To ensure smooth running of the Hospital workshop, maintenance and upkeep of equipment. To directly supervise workers in the workshop department including electrical, mechanical, plumbing, carpentry building and construction sections through the section heads, plus ensuring safe custody of stores, equipment and tools.

KEY ROLES & RESPONSIBILITIES

1. Takes care of overall planning and organization of the work, supervises, controls and coordinates sections within the technical department, responsible for developing work plans, work distribution and ensuring quality results.
2. Responsible for developing maintenance plans and to ensure timely implementation.
3. Responsible for proper upkeep of Hospitals equipment, tools and instruments and proper use of materials.
4. Supervise, guide, mentor and teach co-workers and subordinates theoretically and practically.
5. Organize repair and routine maintenance of existing buildings. Establish plans for regular maintenance of existing buildings. Assist supervision and control of Hospital owned building, projects by contractors and to carry out minor building projects and repairs.
6. Ensure that all mechanical and medical equipment is well maintained by carrying out preventive remedies on schedule, recommend major repairs to external providers.
7. Recommend replacement and retire equipment.
8. Train users of the Hospital equipment's.
9. Offer advisory services in transport service management where necessary.
10. Carry out recommended repairs in collaboration with the head of carpenter section; ensure repair and maintenance of furniture, doors and windows.
11. Together with the head of plumbing, welding, electrical and car mechanics, assist in acquisition of basic knowledge with follow up studies for water supply, water pump, filter systems, and generators. Help members of the section to be well equipped with profound knowledge, assist in setting up maintenance and follow them.
12. Ensure security of tools, safety of staff and a healthy working conditions.
13. Issue tools, ensures proper use and safety with full responsibility with recipient.
14. Enforce hospital policies among hospital technical staff.
15. Appraise the staff and gives annual appraisal reports about all his subordinates and provides advice regarding promotion of some of the employees as may be directed.
16. Perform any other duties as may be assigned by the supervisor.

EDUCATION & WORKING EXPERIENCE

- a) The ideal candidate for Lubaga Hospital Workshop Manager career placement should hold a Degree in Mechanical Engineering/Civil Engineering obtained from a recognized institution of higher learning
- b) At least five years (05) of progressively responsible and related professional experience obtained from an ethically recognized enterprise.

SKILLS & COMPETENCIES:

Good Management skills
Deals with diversity of professionals
Computer literate
Flexible

Job Title:	Laboratory Health Tutor
Department:	Lubaga Hospital Training School
Reports to:	Principal Tutor
Responsible for:	Clinical instructors, Mentors and Students

MAIN PURPOSE OF THE JOB

The Health Tutor is responsible for teaching, Mentoring, supervising and counseling of students. He/she is to uphold the integrity and catholic values. Observing and instilling the professional ethical code of conduct among the students and enhances high quality training in the school.

KEY DUTIES & RESPONSIBILITIES

1. Responsible for teaching Laboratory Students all subjects.
2. Teaches other disciplines in subjects related to her qualifications.
3. The Health Tutor shall do and retain all functions/duties of areas of her expertise and what her job will demand or dictates.

4. Makes school programs in collaboration with fellow staff and Principal Tutor.
5. Supports the supervision of students while in the clinical area.
6. Assist the Principal Tutor with her administrative duties.
7. Will be a resource person in matters pertaining to Laboratory education management.
8. Keeps the Principal Tutor informed of all proceedings in the school of Laboratory.
9. He/she will be a member of the training school staff committee.
10. Participates in the making of the annual school work plan, budget, report and strategic plan.
11. Carries out research as need arises.
12. Maintains regular contacts with Principal Tutor in view of securing a smooth running on the school.
13. Assist the Principal Tutor in the planning and implementation of school activities and programs.

14. Performs any other duties which may be assigned from time to time.

EDUCATION & WORKING EXPERIENCE

- a) Bachelor's Degree/Diploma in Medical Education with previous training in Medical Laboratory Technology or related field obtained from a recognized institution of Higher Learning.

- b) A minimum of two (02) years working experience in a busy organization

SKILLS & COMPETENCIES

- Ability to teach a number of core courses in Medical Laboratory Technology.
- Able to competently demonstrate a number of Laboratory Test Procedures for students' practical learning.
- Ability to handle students discipline
- Plans, organizes and prioritizes work
- Excellent oral and written communication

TERMS OF ENGAGEMENT FOR THE POSITIONS

Three years (03) Employment Contract renewable, subject on Performance.

HOW TO APPLY

All interested and qualified persons should submit the following in a sealed envelope clearly marked “**Application for the position of**

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- Cover letter,
- Updated and detailed Curriculum Vitae/Resume, with names, contact telephone numbers and email address of three (3) professional referees.
- Copies of Academic Transcript and Certificates.
- Any other information deemed necessary

Addressed to & delivered to:

The Human Resource Manager
Lubaga Hospital
P. O. Box 14130
Kampala, Uganda

Deadline for Submission is 24th May 2019 at 17 hours.