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IN ANY CORRESPONDENCE ON  
THIS SUBJECT PLEASE QUOTE  
:DSC/156/3



THE REPUBLIC OF UGANDA

OFFICE OF THE  
DISTRICT SERVICE COMMISSION  
KISORO DISTRICT  
P.O. BOX 123  
KISORO – UGANDA  
DATE :13/04/2022

To the Serving Public Officers

**RE: INTERNAL ADVERTISEMENT NO.01/2022**

Applications are invited from suitably qualified **Serving Public Officers**, duly appointed and confirmed by Appointing National Service Commissions in Ministries and Local Governments, to fill vacant positions which exist in Kisoro District Local Government and Kisoro Municipal Council.

Application forms on Public Service Form 3(PSF 3) Revised 2008 in triplicate for all positions **except** the post from Education Department requiring Education Service Commission(ESC) Form 3(Revised 1998) in triplicate, should be submitted to the Secretary, District Service Commission, **P.O.Box 123, Kisoro** to be received not later than **13/05/2022**.

Application forms are obtainable from Public Service Commission ,Education Service Commission and District Service Commission Offices countrywide. Handwritten applications are also acceptable.

Application forms should bear the title of the post followed by the Reference Number specified against the vacancy. Applicants should attach three sets of **certified photocopies** of their academic transcripts, certificates, and professional documents. Documents with regard to record of service such as appointment letters on probation, confirmation letters and appointment letters on promotion(if any) and any other relevant documents plus three(3) recent passport size photographs should be attached.

**Performance Appraisal Reports** for the last three Financial Years for other cadres and last three calendar years for Teachers should be submitted to the District Service Commission by **only** shortlisted candidates.

Applicants who shall not hear from us on completion of selection process should consider themselves unsuccessful.

**Job Descriptions and Person Specifications** can be accessed on the Ministry of Public Service website:[www.publicservice.go.ug](http://www.publicservice.go.ug) and even for **Scheme of Service for Human Resource Cadre,2012**, Education Service Commission website for the **Scheme of Service for Teaching Personnel in Primary Schools and for Guidelines to District Service Commissions for Appointment on promotion of Senior Education Assistants**, Health Service Commission website for the **Guidelines for**

**Recruitment of Health Workers in Local Governments, Third Edition June 2020  
and District Service Commission Offices countrywide.**

**KISORO DISTRICT LOCAL GOVERNMENT**

Department	Job title	Reference Number	No. of vacancies
Administration	Town Clerk(Principal Township Officer) Salary Scale U2	KDSC/156/2022/06	03
	Personal Secretary, Salary Scale U4	KDSC/156/2022/07	01
Community Based Services	Principal Community Development Officer, Salary Scale U2	KDSC/156/2022/08	01
Health	Senior Medical Officer, Salary Scale U3	KDSC/156/2022/09	03
	Clinical Officer, Salary Scale U5	KDSC/156/2022/10	04
Education	Senior Education Assistant, Salary Scale U6	KDSC/156/2022/11	40

**KISORO MUNICIPAL COUNCIL**

Department	Job title	Reference Number	No. of vacancies
Administration	Senior Human Resource Officer, Salary Scale U3	KDSC/156/2022/12	01
Environment	Environmental Officer, Salary Scale U4	KDSC/156/2022/13	01

**SECRETARY DISTRICT SERVICE COMMISSION-KISORO**