



JOB OPPORTUNITIES

Finance Trust is one of the oldest Microfinance Institutions in Uganda having started its operations in 1984. The company is licensed and regulated by Bank of Uganda as a Microfinance Deposit Taking Institution (MDI) and is recognized as a key player and part of Uganda's formal financial sector. The company has one of the largest branch networks in Uganda with

30 interconnected branches strategically positioned all over the country and serves over 150,000 customers with a variety of savings and loan solutions including business loans, salary loans, school fees loans, savings accounts, fixed deposits and a money transfer service through Western Union. In order to meet the needs of its growing customer base, the company is seeking to recruit dynamic, self motivated, result oriented professionals to fill the following three positions.

Security Officer - (1 Position)

The position is based at Head Office & it reports to the Administration Manager.

Job Purpose.

To oversee all matters related to the security of the company premises, property, staff, customers, emergencies & evacuations.

Key outputs:

- Review and recommend appropriate security measures & regulations and ensure that proper security systems are in place.
- Monitor and ensure that the security of the bank and that of its customers, staff and property is not compromised with at any given time.
- Supervise the performance of external security guards.
- To guide staff on how to deal with security matters.

Key Responsibilities:

- Ensure effective implementation and enforcement of security systems and procedures that provide a safe and secure environment for business operations in the bank.
- Ensure bank premises are well prepared in case of fire, and other threats that may disrupt operations.
- Ensure that all security systems are in good working condition and liaise with Administration Manager to ensure that any malfunction is promptly attended to and rectified within agreed service standards.
- Provide guidance on best practice security standards and solutions and maintain a secure environment.

- Carry out security and safety awareness training for staff.
- Conduct thorough and comprehensive investigations relating to security incidents, manage scenes of crime and liaise with law enforcers and security service providers.
- Conduct security risk assessments.

.Minimum Requirements:

- Advanced Certificate of Education (A Level certificate).
- A certificate in security related training.
- Five (5) years' experience gained through service in the Uganda Police Force, Military & Security organizations.
- Good knowledge of national security laws & procedures.
- Ability to obtain government security clearance.
- High level of integrity.
- Good oral & written communication skills.
- Good interpersonal skills.

Suitable candidates should submit their applications which should include; photocopies of academic documents and testimonials, a CV with at least three referees to the Head of Human Resource, Uganda Finance Trust Limited, Plot 115 & 121, Katwe, and P.O. Box 6972, Kampala, Uganda. Closing date for submission of the applications is 8th February, 2012.

Please note that only short listed candidates will be contacted.