



## FINANCE TRUST BANK

Finance Trust Bank (FTB) is now a Tier 2 Financial Institution that is regulated by the Central Bank of Uganda. The bank serves a clientele of over 300,000 depositors and over 37,000 borrowers, through a network of 34 branches countrywide. The bank offers a variety of Products and services including Savings, Current accounts, Loans, Money transfer services, and Bills payments to its target market which comprises of micro, small and medium entrepreneurs, salary earners and youth.

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 position.

### Human Resource Business Partner - Support

This position reports directly to the Head of Human Resources and will be based at Head Office.

#### Role of the Job:

As a key HR strategic focal point, the HRBP Support is expected to partner with Head Office departments and Heads of Departments to deliver on the Bank's strategy through driving employee productivity, departmental performance and employee engagement.

#### Key Result Areas:

- Department Support - Analyze staff productivity per Head Office department and drive department efficiency as well as recommend HR interventions.
- HR Policy advisor – Provide daily HR policy advice and guidance.
- Implement effective HR policies that support the close department knowledge gaps and ensure compliance through monthly HR Clinic sessions.
- Workforce Planning - Support with the identification of current and future staffing needs
- Performance Discipline - Drive strict performance management culture by addressing underperformance and misconduct and monitoring the performance review process, identifying gaps and providing guidance.
- Employee Relations and Engagement -Provide HR support and guidance towards the resolution of complex cases related to fraud, grievance, abscondment.
- Monthly participation in department meeting engagements and focus group discussions to drive retention, build morale increase productivity and drive an enhanced Employee Value Proposition
- Lead on the delivery of online and face to face HR employee engagement sessions and campaigns (i.e. HR Mentor Series, HR Wellness Series) and drive employee awareness of the CLEAR growth culture of the Bank
- Coordinate and implement the employee survey feedback action plans (quarterly)
- Talent Management – Analyze talent needs and identify skilling gaps and propose relevant talent interventions
- Data-driven decision-making: Utilize HR information systems, HR data and to analyze people and department trends to measure the success of HR initiatives.
- Prepare and submit monthly departmental HRBP reports and HR Dashboards to the Head of Human Resources

### Minimum educational and technical competence requirements:

- Bachelor's Degree from a recognized university in Human Resources and Business related
- Postgraduate HR Diploma in HR is an added advantage
- At least 3 to 4 years HR general experience in a financial sector i.e. commercial bank or microfinance deposit -taking institution.
- Excellent people management skills and stakeholder management
- HR analytical and problem-solving skills
- Knowledge of Uganda labour laws
- Good communication skills and coordination skills
- Able to work under minimal supervision.
- Attention to detail
- Confidentiality of staff data

Position carries an attractive salary and benefits package.

### Applications:

Suitably qualified candidates should address their application to Head, Human Resource, Finance Trust Bank, TWED PLAZA, Plot 22B, Lumumba avenue, Kampala, Uganda, and email it to [jobs@financetrust.co.ug](mailto:jobs@financetrust.co.ug). as well as photocopies of academic testimonials, and a CV. The CV should include telephone contacts and email addresses of three referees, one of who should be the most recent employee.

Closing date for submission of the applications is **Saturday 4<sup>th</sup> April 2026**. *Only shortlisted candidates will be contacted directly on Tel. Numbers 0312 222600 or 0414 341275 ONLY.*

**Please note that in line with the Bank procedures, no job offers are made online.**