

# BANK OF UGANDA



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## RE - ADVERTISEMENT OF VACANT POSITION IN BANK OF UGANDA

Applications are invited from qualified Ugandans to fill the following position in Legal Services Department, Bank of Uganda;

- 1. DEPARTMENT** : Legal Services Department
- 2. JOB REF** : LSD 1.01
- 3. JOB TITLE** : Head Legal Services Department (Legal Counsel)
- 4. RANK** : Director
- 5. REPORTS TO** : General Counsel/Executive Director, Legal Services Directorate
- 6. SUPERVISES** : Head Contracts & Administration division (Deputy Director)  
Head Litigation and Resolution Division (Deputy Director)  
Head Financial Institutions Regulation Division (Deputy Director)

### 7. PURPOSE:

To provide leadership of the Legal Services Department and legal advice to the Bank and its stakeholders.

### 8. DUTIES AND RESPONSIBILITIES:

- Provide leadership in the development and implementation of the Legal Services Department's strategies, policies, and procedures in line with the Bank's strategic plan.
- Set the Departmental targets, review performance on a quarterly basis and provide support to the team in achieving its targets.
- Provide legal advisory support to the business units and management as required.
- Provide lead in the review and drafting of legislation and policies that govern the execution of the Bank's mandate and following up approval of policies or enactment of legislation with stakeholders.
- Ensure that all contractual documents of the Bank protect the interests of the Bank and comply with the law.
- Ensure effective legal representation of the Bank in matters under litigation matters.
- Support alternative legal dispute resolution.
- Identify and report risk with proposed mitigation measures.
- Responsible for the performance management of Staff of the Legal Department.
- Ensure the preparation of annual financial budgets, checks and protocols for the Legal Department.
- Spearhead training & development, supervision, guidance and mentoring of staff in the Legal Department.
- Support adoption of local, regional, and global best practices by the Bank in general.
- Perform any other duties as maybe assigned by the

General Counsel.

### 9. EXPECTED OUTPUTS

- Effective delivery of sound and timely legal services.
- Researched and reasoned Legal opinions.
- Approved draft policies and/or related legislation.
- Effective representation of the Bank in Legal matters (including negotiations and alternative dispute resolution)
- Bank policies that are legally compliant
- Executed contracts and agreements and Memoranda of Understanding that are legally compliant.
- Budget compliance
- Secured real property titles and perfected security interests.

### 10. PERSON SPECIFICATIONS

#### A. QUALIFICATIONS

- A First Class or Second Class (Upper) bachelor's degree in law from a recognized University is required.
- Master's Degree in Commercial Law, Corporate Law or Banking and/or Financial Regulation from a recognized University is required.
- Post Graduate Diploma in Legal Practice
- Certificate of Enrolment as Advocate of the High Court of Uganda
- Valid Practicing Certificate.

#### B. EXPERIENCE

Minimum of twelve (12) years post enrolment qualification experience in Commercial Law, Corporate Law, Banking and/ or Financial Sector Regulation, five (5) years of which should be in a senior management position.

#### C. AGE

Applicants must not be above 55.0 Years. For internal applicants, Bank policies will apply.

#### D. COMPETENCIES

##### (i) Technical Competencies

- Ability to provide sound legal advice on all matters pertinent to the Bank's constitutional and statutory mandate.
- Demonstrated in-depth knowledge of and experience in banking and financial regulation.
- Ability to draft various types of legal documents and legal briefs.
- Experience in case management, litigation, and court practice
- Good Communication and analytical skills

- Ability to manage and coordinate interests and obligations of various stakeholders.
- Strategic planner
- Ability to conduct extensive and comprehensive legal research to aid in decision making.
- Budgeting and planning skills

##### (ii) Behavioural Competencies

- Transparency and accountability
- Integrity
- Excellence
- Teamwork
- Analytical thinking and problem solving
- Interpersonal skills
- Planning and organizing skills.
- Innovative
- Self-driven
- Excellence

Salary and Benefits for the position are generous and attractive.

Applications should be accompanied by.

- 1) A copy of the National Identity Card (Front and Back).
- 2) A copy of Academic documents as indicated in the job description.
- 3) A duly registered Statutory Declaration for applicants with differing Dates of Birth or Names across any of the required documents.
- 4) A letter of equivalence from the National Council of Higher Education for applicants whose first degree was obtained from a foreign university.

Please ensure that all required documents are duly attached and must be scanned as one single document.

Applications should be submitted by filling out the online application link (<https://forms.office.com/r/PbHUadz6iX>) which is available under the careers section of the BOU Website (<https://bou.or.ug/bouwebsite/Careers/>). Please follow the link instructions as clearly as possible.

Management reserves the right to terminate applicants found with concealed or falsified information and academic credentials. Only shortlisted candidates will be contacted.

Applications should reach NOT later than **5:00PM Wednesday 30 April 2025**.

**MANAGEMENT**  
**16 APRIL 2025**