

## Project Manager PREEEP Project : Uganda Bankers Association

**Reports to:** Director Strategy and Innovation

**Position Brief:**

Uganda Bankers' Association and GIZ signed an agreement to implement a project titled "Promotion of Renewable Energy and Energy Efficiency Programme (PREEEP)", that aims to strengthen the capacity of SMEs and Supervised Financial Institutions (SFIs) in the renewable energy and energy efficiency sector in four districts in Northern Uganda.

The Project Manager PREEEP performs professional level project management work focused on the delivery of the PREEEP Project objectives and deliverables which is critical in the delivery of the UBA Medium Term Strategy.

Reporting to the Director Strategy and Innovation, the project manager role will work seamlessly and professionally with the key stakeholders of the project to ensure project deliverables within the specified timelines and on budget, with the requisite reporting. The project manager will work collaboratively with all stakeholders in the banking sector and the UBA to ensure the delivery of the project objectives, and other deliverables of the directorate.

**Key Accountabilities:**

- a) Co-ordinate, follow up the delivery of outputs of the PREEEP project from all the project stakeholders
- b) Develop project plans, work schedules and methods for measuring results.
- c) Organize and manage all phases of the project to ensure on-time completion (see table below)
- d) Assemble and coordinate project team members; assign individual responsibilities and ensure appropriate accountability.
- e) Conduct all necessary meetings to facilitate project requirements.
- f) Plan and oversee project communications, trainings, and any other related activities.
- g) Ensure all relevant documentation is in place through the project.
- h) Coordinate gathering, analysis and harmonization of requirements from participating member banks, development partners, municipalities and local associations and all stakeholders of the project.
- i) Coordinate resources required and timetables therein with member banks.
- j) Coordinate internal project resources and third parties/vendors for the flawless delivery of the project.
- k) Ensure disaster recovery, information security and control structures and back-up procedures are in place.
- l) Resolve cross-functional issues at project level.
- m) Manage project scope and change control and escalate issues where necessary.
- n) Oversee the post implementation phase to manage any defects and issues that may arise after implementation which is a prerequisite for the project's closure.

- o) Manage a good working relationship with UBA, its member banks and vendors.
- p) Provide monthly status reports to the project sponsor (UBA) and development partner (GIZ) as is required.

**Suitability Requirements:**

The ideal candidate shall be an economist, finance expert and or banker with sufficient industry exposure and demonstrable experience in strategy execution, innovativeness, and application of research outputs.

**Essential Skills and Experience:**

The ideal candidate should have the ability to:

- a) An academic qualification at graduate level or equivalent experience in banking and project management.
- b) Project management qualifications and experience
- c) Good understanding of renewable energy and energy efficiency initiatives or financing
- d) Deliver timely, high-quality outputs that meet the specified brief.
- e) Demonstrate strong critical thinking skills.
- f) Communicate and listen effectively - Excellent communication skills (verbal and written) and proficiency in word, excel, and PowerPoint.
- g) Advanced speaking and report-writing skills for effective communication
- h) Ability to prepare extensive reports and present findings to companies with clear and concise action advice
- i) Experience collecting, interpreting, and organizing data and presenting information in a meaningful way to diverse audiences.
- j) Attention to details and a commitment to accuracy
- k) Demonstrate a high level of ethical behavior including ability to keep sensitive business financial information confidential

**Qualifications and Experience:**

- a) A good bachelor's degree from a reputable university
- b) Additional certifications including project management

**Deadline: 18<sup>th</sup> February 2024**  
**Apply to**  
**Uganda Bankers' Association.**  
**Plot 2702, Block 244 Nyangweso Road**  
**Off Kironde Rd, Tankhill Muyenga**  
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