THE ALLIED HEALTH PROFESSIONALS' COUNCIL

P.O BOX 7272, KAMAPALA, Tel: +256(0)393242736/0706345688

EXTERNAL JOB ADVERT NO. AHPC/HR/REC/03/2026/27

The Allied Health Professionals Council (AHPC) is a body corporate established under the Allied Health Professionals Act. Cap. 296 to provide for the regulation, supervision and control of the Allied Health Professionals and to provide for the establishment of a Council to register and license the Allied Health Professionals in Uganda and for related matters.

Pursuant to Section 14(1) of the Allied Health Professionals Act Cap. 296 and Policy No. 3.4.2 of the Allied Health Professionals Council Human Resource Policies and Procedures Manual, as amended, 2020. The Allied Health Professionals Council (AHPC) invites applications from suitably qualified Ugandans to fill the following vacant posts at its offices located at Plot 973, Block 220, Kiwatule–Naalya Road, Kampala.

1. Position	**Senior Legal Officer**
Ref. No.	**AHPC/HR/REC/03/2026/27/01**
Salary Scale	AHPC - AC3
Reports to	Registrar
Duty Station	Kampala
Type of Employment	Contract.

Job Summary: To provide legal Services and counsel to the Council.

KEY ROLES AND RESPONSIBILITIES.

- Represent the Council in Courts of Law
- Prosecute cases on behalf of the Council in the Magistrate and High Court of Uganda.
- Provide legal advice in respect of interpretation and compliance with the AHP Act, Regulations and other statutory instruments
- Provide advice on legal corporate matters and ensure compliance with other laws of Uganda.
- Provide legal guidance to staff and Council on the operationalization of AHP Act.
- Draft legal documents and other legal correspondences
- Participate in review of existing legislations governing the operations of Council and advice on areas of amendment.
- Maintain and regularly update the disciplinary Register of Council, Investigate, and prepare sermons of cases for prosecution in line with Court procedures and relevant laws and Regulations,
- Prepare progress reports on cases where the Council has interest,
- Conduct legal audits on decisions to ensure that all legal aspects of any decisions are fully considered,
- Conduct legal research and prepare reports on any legally complex issues to ensure that the Council has full information about the legal implications of any decisions,

- Coordinate the drafting and participate in the review of existing legislation governing the operations of Council and advice on areas for amendment (review of the AHP Act and regulations).
- Support Council planning, budgeting processes, and account for Council and stakeholders' resources,
- Prepare, submit and File copies of periodic reports

KEY Outputs:

- Council represented in Courts of law
- Guided compliance to AHP Act, regulations and statutory instruments.
- Legal advice tendered to Council
- Legal documents and contracts drafted
- Cases investigated and prosecuted in courts of law
- Court cases attended to
- Legal audits conducted
- Disciplinary Committee proceedings instituted
- Council planning, budgeting processes supported and Council and stakeholder's resources accounted for

JOB REQUIREMENTS

The ideal candidate should possess;

ACADEMIC & PROFESSIONAL QUALIFICATIONS

- Must have an Honours Bachelor of Laws (LL.B) degree from a recognized awarding University/Institution; accredited by the Law Council.
- Must have a Postgraduate Diploma in Legal Practice (Bar Course) from a recognized awarding Institution required to practice as an advocate in Uganda.
- Must be enrolled as an Advocate on the Roll of Advocates maintained by the High Court of Uganda.
- Must possess a valid Annual Practicing Certificate issued by the Law Council of Uganda.

Added advantage:

- A Master's degree in any relevant field, preferably with specialization in Legislative Law, Environmental Law, Health Law, International Law, Commercial/Contract Law, Public Administration, MBA from a recognised and accredited University
- Training or certification in contract management, arbitration and alternative dispute resolution, corporate governance, legislative drafting, data protection, or public procurement law.

WORK EXPERIENCE

- At least five (5) years' relevant professional working experience, preferably with significant experience in-house legal practice, corporate, regulatory/Institution or firm environment.
- Demonstrable experience in contract drafting and negotiation, Board affairs and corporate governance, regulatory compliance, legal risk management and dispute resolution.
- Legislative drafting and Minute recording.
- Experience in managing external counsel and complex legal matters.

- Experience in advising senior management and/or boards on complex legal and strategic issues.

KEY COMPETENCIES

Technical

i. Legal Advisory services and statutory interpretation
ii. Regulatory compliance, enforcement and professional discipline
iii. Litigation dispute and case management
iv. Legislative drafting, legal research and policy development
v. Corporate governance and statutory compliance
vi. Legal risk assessment and mitigation
vii. Contract drafting, negotiation and management
viii. Professional ethics, integrity and sound judgement.

Behavioral:

i. Analytical and critical thinking
ii. Attention to detail and accuracy
iii. Confidentiality and integrity
iv. Effective written and Oral Communication
v. Decision making and problem solving
vi. Result oriented and accountability
vii. Team work and stakeholder relationship management

2. Position	**Regional Allied Health Supervisor**
Ref. No.	**AHPC/HR/REC/03/2026/02**
Salary Scale	AHPC - AC3
Reports to	Inspection and Quality Assurance Manager
Responsible for	Regional Office Assistant
Duty Station	Regional Office
Type of Employment	Contract.

Job Summary: The successful candidate will exercise general supervision, inspection and control of Allied Health Professionals and facilities within the assigned region.

KEY ROLES AND RESPONSIBILITIES

- Carry out regular inspection and supervision of Allied Health Professionals and Health Facilities.
- Support the registration and licensing of professionals and Health Facilities.
- Develop and maintain an up-to-date inventory of professionals and Health Facilities of the respective Region.
- Report, Investigate and follow-up cases of professional misconduct, malpractice and medical negligence.
- Support the disciplinary Committee inquiry processes.
- Provide necessary support in criminal investigations and prosecutions of professional misconduct.
- Provide technical support to the District and other health supervisory authorities.
- Monitoring the compliance of Standard Operating Procedures in Health Facilities.
- Provide support to the Council planning and budgeting processes.
- Provide timely accountability for Council and other stakeholders' resources.
- Conduct mentorships and capacity building for subordinates.
- Prepare and submit timely periodic plans and reports to relevant authorities.
- Perform any other duty as may be assigned by authorized officers from time to time.

KEY OUTPUTS

- Health facilities inspected and supervised.
- Registration and Licensing of Professionals and Health Facilities supported.
- Professionals and the general Public sensitized on the Council mandate.
- Cases of professional misconduct, malpractice and medical negligence reported and investigated.
- Criminal investigations and prosecutions supported.
- Up to date inventory of professionals and health facilities developed and maintained.
- District and other health supervisory authorities supported.
- Standard Operating Procedures and guidelines enforced.
- Coaching and mentoring of subordinate staff conducted.
- Council planning and budgeting processes supported.
- Council stakeholders' resources accounted for.

JOB REQUIREMENTS:

The ideal candidate should possess;

ACADEMIC & PROFESSIONAL QUALIFICATIONS

- Must have a Bachelor's degree in any of the Allied Health Professionals disciplines registrable by the Council **OR** a Diploma in any of the Allied Health Professionals disciplines registrable by the Council **plus** a relevant Bachelor's degree from a recognized University/Institution.
- Must be registered and licensed by Allied Health Professionals Council and be in good standing and up to date with the Extract of Gazette of Allied Health Professionals Register.

Added advantage:

- Possession of a relevant Master's degree from a recognised awarding University/Institution.
- Postgraduate Diploma in Public Health, Health Services Management, Quality Management, Public Administration, Monitoring and Evaluation or any other relevant field
- Administrative Law Certificate

WORK EXPERIENCE

- Must have at least five (5) years' relevant working professional experience in health services management like regulation, inspection and supervision, compliance monitoring, quality assurance or allied health practice in Government or a reputable organization.

COMPETENCES

Technical Competencies

- Knowledge and application of allied health legislation and regulatory frameworks
- Health facility inspection and professional supervision
- Professional registration, licensing and scope of practice compliance
- Inspection monitoring, and enforcement of regulatory standards
- Professional Practice supervision and quality assurance
- Investigation, document and reporting of professional misconduct
- Stakeholder sensitisation and regulatory guidance
- Professional ethic and impartiality
- Supervisory and stakeholder engagement skills
- Planning, execution and results oriented
- Regulatory data management, monitoring and performance reporting

Behavioural Competencies

- Analytical and critical thinking
- Attention to detail and accuracy
- Confidentiality and integrity
- Communication, interpersonal skills and report writing
- Result oriented and accountability
- Team work and stakeholder relationship management
- Integrity and professionalism ethics
- Attention to detail, Problem solving and decision making

3. Position	Quality Assurance Officer – Diagnostics
Ref. No.	AHPC/HR/REC/03/2026/03
Salary Scale	AHPC-AC4
Reports to	Senior Quality Assurance Officer - Diagnostics
Responsible for	None
Duty Station	Kampala
Type of Employment	Contract.

Job Summary: The successful candidate will implement regulatory quality-assurance programmes through quality audits, standards assessments, analysis of inspection findings and continuous improvement of regulated professional practice in accordance with Council policies and established quality standards.

KEY ROLES AND RESPONSIBILITIES

- Assess institutions and facilities against accreditation and quality-assurance standards and provide quality-assurance findings to the Licensing function where required.
- Participate in the development and review of quality assurance standards, inspection tools, manuals, and guidelines.
- Collect, analyse, and maintain quality assurance data for monitoring and decision-making.
- Conduct quality audits and standards assessments of allied health training institutions, health facilities, laboratories and other regulated establishments, and analyse inspection findings generated through the Inspection and Enforcement function.
- Prepare quality-audit and standards-assessment reports and recommends appropriate corrective and preventive actions.
- Maintain accurate quality-audit, standards-assessment and quality-improvement records, databases and documentation.
- Participate in departmental planning, budgeting, and performance reporting.
- Monitor compliance with the Allied Health Professionals Act, regulations, standards, and Council guidelines.
- Review quality-related complaints and non-compliance findings for quality-improvement action, and refer alleged misconduct or regulatory breaches to the Supervisor
- Conduct sensitization and capacity-building programmes for allied health professionals and institutions on quality standards and regulatory requirements.
- Perform any other duties reasonably assigned within the scope of the position and the Council's mandate.

KEY OUTPUTS

- Quality audits and standards assessments conducted and inspection findings analyzed for quality improvement.
- Accreditation and licensing assessments undertaken.
- Inspection reports prepared and submitted.
- Compliance with quality assurance standards monitored.
- Quality improvement recommendations implemented and followed up.
- Complaints relating to quality of professional practice investigated.
- Monitoring and evaluation data collected and analysed.
- Stakeholders sensitized on quality assurance standards and regulatory requirements.
- Departmental work plans and reports prepared.
- Council and stakeholder resources accounted for.

JOB REQUIREMENTS

The ideal candidate should possess;

ACADEMIC & PROFESSIONAL QUALIFICATIONS

- Must either have a Bachelor's degree in Medical Laboratory Technology/Science registrable by the Council **OR** a Diploma in Medical Laboratory Technology/Science registrable by the Council plus a relevant Bachelor's degree from a recognized University/Institution.

- Must be registered and licensed by Allied Health Professionals Council and be in good standing and up to date with the Extract of Gazette of Allied Health Professionals Register.

Added advantage:

- Possession of a relevant Master's degree from a recognised awarding University/Institution, or
- Postgraduate Diploma in Public Health, Health Services Management, Quality Management, Monitoring and Evaluation or any other relevant field.
- Administrative Law Certificate

WORK EXPERIENCE:

Must have at least three (3) years' relevant professional experience in quality assurance, health services management like regulation, inspection and supervision, compliance monitoring and evaluation, or allied health professional practice in Government or a reputable organization.

KEY COMPETENCIES

Technical Competencies:

- Knowledge of Quality management systems
- Diagnostic technical competences
- Quality assurance and compliance monitoring
- Quality audits and assessment
- Standards and guideline implementation
- Quality data analysis and reporting
- Inspection reporting, corrective and preventive action monitoring
- Risk assessment and patient safety
- Professional ethic and impartiality
- Supervisory and stakeholder engagement skills
- Planning, execution and results oriented

Behavioural Competencies:

- Analytical and critical thinking
- Attention to detail and accuracy
- Confidentiality and integrity
- Communication, interpersonal skills and report writing
- Result oriented and accountability
- Team work and stakeholder relationship management
- Integrity and professionalism ethics
- Attention to detail, Problem solving and decision making

Application Procedure:

Applications are invited from suitably qualified Ugandans to fill the above vacant posts. The mode of application, detailed expected outputs and other requirements can be accessed from the Council website, www.ahpc.go.ug or at the Public Notice Boards of any Allied Health Professionals' Council Offices.

Mode of Application:

Interested applicants should submit their application letters together with a detailed Curriculum Vitae (CV) in three (3) copies, three (3) recent coloured passport-size photographs, copy of a valid National Identity Card, certified copies of academic certificates, transcripts and professional qualifications, and signed recommendation letters from three referees, **NOT** relatives; including their names and telephone contacts.

Applications should be addressed to the Registrar, Allied Health Professionals Council. Delivered physically to th AHPC Secretariat or sent electronically via email info@ahpc.go.ug.

Deadline for submission and receipt of applications shall be by close of business **24th November 2026; 5:00P.M EAT.**

REGISTRAR