



## **NORTHERN CORRIDOR TRANSIT AND TRANSPORT COORDINATION AUTHORITY**

**Links Road, Nyali, P.O Box 34068-80118, Mombasa, Kenya**  
**Telephone: +254 729923574, 733532485**  
**Email: [ttca@ttcanc.org](mailto:ttca@ttcanc.org)/Website: [www.ttcanc.org](http://www.ttcanc.org)**

### **VACANCY ANNOUNCEMENT**

#### **1.0 Overview of the Organisation**

The Northern Corridor Transit and Transport Coordination Authority (NCTTCA) is a Regional Inter-Governmental Institution composed of six (06) Member States of Burundi, DR Congo, Kenya, Rwanda, South Sudan and Uganda. The objective is to monitor the Corridor Performance and transform the Northern Corridor into a Development Corridor, making it seamless, efficient and smart. The Northern Corridor's Permanent Secretariat is based in Mombasa, Republic of Kenya.

A vacancy has arisen at the Permanent Secretariat of the NCTTCA as specified below:

#### **2.0 Job Title: DEPUTY DIRECTOR, CUSTOMS AND TRADE FACILITATION.**

<b>Directorate:</b>	Customs & Trade Facilitation.
<b>Salary Grade:</b>	P4
<b>Reports to:</b>	Director, Customs and Trade Facilitation.
<b>Contract Duration:</b>	Four (4) Years renewable twice.
<b>Job Location:</b>	Mombasa, Republic of Kenya.

#### **2.1. Job Purpose**

The Deputy Director, Customs & Trade Facilitation is responsible to the Director Customs & Trade Facilitation to assist in initiating the formulation, development and implementation of programs relating to facilitation of trade and transport in the Northern Corridor region.

#### **2.2. Duties & Responsibilities:**

Under the direct supervision of the Director Customs and Trade Facilitation, he/she shall perform the following duties:

- i. Provide substantive support for planning, implementation, coordination, supervising and evaluation of the implementation of projects and programs in Northern Corridor (NC) member States related to Customs and Trade Facilitation, Customs laws and Procedures, Non-Tariff Barriers, Customs Reforms and Modernization, Customs Capacity Building, Free Trade Area and Customs Union as well as Trade facilitation and Regional Integration;

- ii. Assist in preparing and implementing comprehensive programmes and action plans with respect to customs and trade facilitation matters in accordance to the Northern Corridor Transit and Transport Agreement (NCTTA) and related legal instruments that include Protocol on Transit Trade and Transit Facilities, to ensure that there is uniform and efficient implementation of the NCTTA by all Member States;
- iii. Prepare Terms of Reference and related documents relating to customs and trade facilitation consultancy services and assist in the supervision of consultants based on the procedures and values of the NCTTA;
- iv. Prepare operational and progress reports and make recommendations on simplification, standardization, harmonization, automation and digitization of trade facilitation documents, customs regulations and procedures with an aim of achieving improvement of customs cooperation and trade facilitation among the member states in accordance to the provisions of the NCTTA as well as based on international standards and best practices;
- v. Provide adequate technical assistance and advise in developing/upgrading, adopting, monitoring and promoting the implementation of Digital Trade Facilitation instruments that include customs management systems, trade information portal, electronic cargo tracking system, single window system, electronic certificate of origin system, online NTB monitoring, reporting and resolution mechanism and smart coordinated border management systems and technologies with view to improving facilitation and security of trade supply chain in the region;
- vi. Provide adequate technical support or advice regarding the interpretation and implementation of the Protocol on Rules of Origin and electronic Certificate of Origin as well as uniform application of tariff classification and valuation where this is required by a member State and assisting in the settlement of disputes as and when they arise;
- vii. Work closely with the Member States in the development, implementation and maintenance of the Customs Automation systems with a view to providing sustainable assistance to the Member States to design, standardize and adopt their customs management systems, trade documents and the information required to be contained in such documents in accordance with internationally accepted standards, practices and guidelines, and taking into account their possible use in computer and other automatic customs data programming systems;
- viii. Prepare and deliver capacity building training programmes on customs and trade facilitation matters to public and private officials of the Member States, in consultation with the cooperating partners and the Member States. These include developing and delivering regional training materials and e-learning platform in the prioritized topics of customs and trade facilitation;
- ix. Assist in undertaking study and make recommendations to adopt common procedures for the establishment and operation of one stop border post (OSBP) where necessary, Customs interconnectivity and exchange of information on customs and trade;
- x. Undertake studies and make recommendations on comparative customs administrations and practices including customs duties, taxes and other charges, restrictions or prohibitions and customs procedures and systems in NC member States with view to sharing information and best practices among the Member States and improve their implementation in accordance to the provisions of the NCTTA;

- xi. Assist and service the Secretariat in organizing regional technical meetings and preparing background documents for the meetings that include Policy Organs and Technical Committee responsible for Trade and Customs and other related meetings and workshops at regional and national levels;
- xii. Develop and enhance cooperation and relations with member states, other organisations and co-operating partners focusing on customs and trade facilitation affairs, in the context of realizing regional integration objectives;
- xiii. Assist in monitoring and keep under constant review the implementation of co-operation programmes in the region with respect to implementation of customs affairs and trade facilitation based on the NCTTA; and
- xiv. Perform any other duties that may be assigned to him/her by the NCTTCA Secretariat from time to time.

### **2.3. Qualifications and Experience:**

The ideal candidate for the Northern Corridor Transport and Transit Coordination Authority (NCTTCA) Deputy Director Customs Trade and Facilitation job opportunity must:

- i. Hold a Masters' degree in Economics or Commerce, Law or Business/Public Administrative (with emphasis on international trade or adequate exposure/qualification in regional integration) from a recognized University;
- ii. Have Bachelor degree in Economics or Commerce or Business/Public Administrative (with emphasis on international trade or adequate exposure/qualification in regional integration) from a recognized University;
- iii. Knowledge of international conventions relating to trade and transport is an asset. Specialized training in Customs valuation and classification is essential;
- iv. Proven knowledge and understanding of theories, concepts and approaches relevant to Customs matters. Knowledge of the NCTTA, Custom regulations, rules of origin, trade facilitation instruments will be an added advantage;
- v. Proficiency in computer applications with hands-on skills in a customs automation management systems and other related systems is desirable;
- vi. Ability to develop, implement and report an individual action plan for achieving specific work goals;
- vii. Good interpersonal and communication skills;
- viii. Have a combined national, regional and/or international practical experience in the field of Customs administration, trade and facilitation of not less than eight (8) years of which six (6) is at management level related to customs and trade policies and sound knowledge of change management and networking in a complex environment;

### **3.0 Key Skills & Competencies**

- i. Knowledge of regional integration and trade policy issues in the Regional Integration.
- ii. Proficiency in computer applications with hands-on skills in a customs Computer system;
- iii. Analytical skills, communication skills, decision-making skills, planning skills, negotiations skills, networking skills, research skills, presentation skills, monitoring and evaluation skills;
- iv. High degree of independent, mature judgment and initiative;
- v. Ability to conceptualize issues and analyse data;

- vi. Ability to work harmoniously with people of different nationalities and cultural backgrounds;
- vii. High professional integrity and ethical conduct;
- viii. Self-motivated, able to meet deadlines, and results-oriented;
- ix. Leadership skills and ability to work in a multi-cultural environment.

#### **4.0 Language Proficiency**

English and French proficiency, working knowledge of either language is desirable. Having working knowledge of both languages is an added advantage.

#### **5.0 Eligibility Criteria**

- i. Maximum age of 48 years at the time of recruitment.
- ii. Appointment terms are 4-year fixed-term contract renewable twice only;
- iii. Females qualified candidates are encouraged to apply.
- iv. The position is open to ONLY Ugandan nationals.

#### **6.0 Job Benefits**

The post offers attractive fringe benefits including education allowance, a medical scheme, and insurance cover among others.

#### **7.0 How to Apply:**

All suitably qualified and interested candidates are advised to send their applications, detailed curriculum vitae, photocopies of academic certificates, and a copy Passport showing the date of birth. In addition, applicants are required to provide details of at least three referees (not friends), at least one of whom should be most recent Supervisor(s).

Please quote the job title on both the application letter and the envelope.

#### **NB:**

Please submit your application either electronically or in hard copy but not both.

For electronic submissions, please quote the respective Job title on the subject of the email and forward to the address given below:

**E-mail :** [mowt@works.go.ug](mailto:mowt@works.go.ug)

For physical submissions, please address your applications to:

**Permanent Secretary, Ministry of Works and Transport  
Plot 57-59, Jinja Road  
P.o. Box :7174, Kampala, Uganda.**

**Deadline for submission of applications is 24<sup>th</sup> February 2023 05:00pm  
East African Standard Time.**

#### **8.0 Short-listing and recruitment of applicants**

Applicants that will best meet the criteria for the job will be short-listed and their names submitted the Executive Committee of the NCTTCA for interview and ultimate recruitment by the NCTTCA Secretariat. Files submitted for application shall not be claimed for return to applicants.

## **9.0 Notification to successful applicants**

Applicants that are short-listed shall be notified of the same via e-mail and shall be advised of the date of interview for recruitment, as well as the logistics thereto related.