



Vacancy Form

General Details

Vacancy No:	CUE:VACANCY_048	Financial Year
Document Date	5/13/2026	Recruitment Plan ID
Requestor No.	0204	Approval Status
Requestor Name	Margaret W Kamoni	

Vacancy Details

Position ID	JD-008	Establishment
Salary Scale	CUE 2	No. of Openings
Seniority Level	Executive	Target Candidate Source
Terms of Service		Sourcing Method

Recruitment Details

Recruitment Reason	PD	Planned Employment Start Date
Justification		Planned Employment End Date
Planned Start Date	4/28/2026	Applications Closing Date
Planned End Date	2/6/2026	Applications Closing Time

Requirements

Category	Description	Requirement Type
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Responsibilities



Vacancy Form



2024/2025

CUE:RECRUIT-016

Released



1

1

Open

2



6/2/2026

6/2/2026

5:00 PM



**Substitute
Qualification
Exist Req
Requirement**





Vacancy Form

Description

Arranging the business of the Board's and keeping records of the proceedings

Providing advice on legal and corporate matters to the CUE through interpretation and writing legal opinions

Providing secretariat services to the Board

Ensuring compliance with statutes, regulations and procedures

Formulating legal opinions and reports on various issues affecting the Board

Formulating, vetting, reviewing, negotiating contracts, leases, agreements and memorandums of understanding

Reviewing the Board's legal framework and advising on levels of compliance by sector players

Coordinating formulation and reviewing of the Board's policies to ensure that they are in line with relevant laws and Government Circulars

Coordinating litigation management by liaising with the office of the Attorney General to ensure adequate representation of the Board

Ensuring that requisite information and evidence on legal matters involving on the Board is compiled and proper instructions issued to the office of Attorney General

Negotiating disputes with a view to settling them out of court

Coordinating legal audits to measure the Board's level of compliance with various legal requirements

Identify legal risks and advice on mitigation measures

Setting of performance targets, work plans, managing, supervising and developing staff for the legal services unit

Representing the Board in legal fora

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Work Conditions



Vacancy Form

Category

Description
