



Vacancy Form

General Details

Vacancy No:	CUE:VACANCY_066	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-077	Establishment
Salary Scale	CUE 8	No. of Openings
Seniority Level	Entry-Level	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
----------	-------------	------------------

Responsibilities

Description

- Identifying security needs with regards to the office premises, staff, facilities, assets and operations, and designing measures to address risks/threats
- Ensuring confidentiality in reports on security issues
- Investigating all security incidents and liaising with outsourced security firm
- Maintaining comprehensive security records
- Preventing unauthorized personnel from gaining access to restricted areas
- Detecting illicit activities
- Surveying office premises of any threats
- Preparing and submitting written reports on security threats
- Monitoring duty shifts and security reinforcement by liaising with outsourced security firm
- Arranging for security backups

Work Conditions



Vacancy Form



2024/2025

CUE:RECRUIT-016

Released



1

1

Open

Direct Hire



6/2/2026

6/2/2026

5:00 PM



**Substitute
Qualification
Exist Req
Requirement**



Category

