



UGANDA RAILWAYS CORPORATION

CORP/20

GRADE:

JOB TITLE:

PLANNING OFFICER (Policy, Planning & Budgeting)

REPORTS TO:

SENIOR STRATEGIC PLANNING OFFICER (PPB)

JOB PURPOSE:

The job exists to support provision of information required for the development of short-term, medium- and long-term plans of the Corporation

PRINCIPAL ACCOUNTABILITIES

S.NO	PRINCIPAL ACCOUNTABILITIES	DELIVERABLES
1.	Preparation of forecasts of key operating variables and factors to support the planning function of the Corporation	<ul style="list-style-type: none">• Participates in identifying key operating variables and factors that are necessary to inform the development of plans for the Corporation
2.	Assists in Planning Processes	<ul style="list-style-type: none">• Carries out research to arrive at possible new business avenues,• Networks with other Railway and Marine Operators in order to exchange information that would help to expand revenue base and ensures that revenue streams meet planned levels.• Carries out the traffic forecast., analyses the business environment and SWOT analyses, compiles and consolidates the Corporation's total objectives• Prepares the URC's input to the "background to the Government Budget".

S.NO	PRINCIPAL ACCOUNTABILITIES	DELIVERABLES
3.	Participates in overseeing effective Monitoring and Evaluation, Data Management and Planning	<ul style="list-style-type: none"> • Participates in Setting objectives for Monitoring and Evaluation of Plan implementations across the Corporation • Participates in ensuring effective delivery and quality reports from the Strategic Planning Officer. • Sets objectives for Data Management and Evaluation, ensures effective delivery and quality reports from the Strategic Planning Officer. • Sets objectives for Planning, ensures effective delivery and quality reports from the Strategic Planning Officer. • Develop the Annual Departmental Work Plan & Budget (AWPB)
3.	Benchmarking.	<ul style="list-style-type: none"> • Analyzes and compares charges of other Railway and Marine Operators in the region (EAC) and other comparable Organizations abroad for benchmarking.
5.	Maintains an inventory of data on factors affecting Rail and Marine Transport	<ul style="list-style-type: none"> • Collects data on the performance of the economy in Uganda to be used for determining the trends of Rail traffic in the country. • Collect data on cost of fuel in the country and in the region for ensuring competitiveness. • Collects data on the World economy for appreciating export trends.
6.	Assists in overseeing effective Monitoring and Evaluation, Data Management and Planning	<ul style="list-style-type: none"> • Participates in Setting objectives for Monitoring and Evaluation of Plan implementations across the Corporation • Ensures effective delivery and quality reports from the Strategic Planning Officer. • Sets objectives for Data Management and Evaluation, ensures effective delivery and quality reports from the Strategic Planning Officer. • Sets objectives for Planning, ensures effective delivery and quality reports from the Strategic Planning Officer. • Develop the Annual Departmental Work Plan & Budget (AWPB)
7.	Participating in other duties	<ul style="list-style-type: none"> • To perform any other duties that may be assigned from time to time by the supervisors and other senior leadership of the Authority

QUALIFICATIONS/REQUIREMENTS:

1. An honors degree in Statistics, Economics, Commerce or Business Administration
2. Post Graduate training is an added advantage
3. Computer proficiency with Ms office and other statistical programs
4. Proven knowledge of data management and analysis
5. Excellent oral and written communication skills
6. Proven strong report writing skills and ability to present monitoring data and survey findings
7. Good interpersonal skills.
8. 3 years' relevant working experience in a reputable organization.