

MAKERERE

P.O. Box 7062 Kampala, Uganda
Email: unisec@mak.ac.ug
Website: www.mak.ac.ug



UNIVERSITY

Tel: +256-414-540436
Gen Line: +256-414-532631/4
Fax: +256-414-541068

OFFICE OF THE UNIVERSITY SECRETARY

RE-ADVERTISEMENT FOR POSITIONS OF PRINCIPAL AND DEPUTY PRINCIPAL AT MAKERERE UNIVERSITY

Makerere University, Uganda's premier institution of higher learning and one of Africa's leading research universities, invites applications from suitably qualified and distinguished individuals for the positions of Principal and Deputy Principal in the Colleges listed below. The University seeks visionary leaders with demonstrated academic excellence, strategic leadership, and a commitment to institutional transformation. This advertisement is for the positions of:

- (1) Principal and Deputy Principal, College of Agricultural and Environmental Sciences.
- (2) Principal and Deputy Principal, College of Education and External Studies.
- (3) Principal and Deputy Principal, College of Natural Sciences
- (4) Principal and Deputy Principal, College of Veterinary Medicine, Animal Resources and Biosecurity
- (5) Principal, College of Computing and Information Sciences.
- (6) Deputy Principal, College of Humanities and Social Sciences.

1. POST: PRINCIPAL – 5 POSITIONS

The Principal is the Chief Academic, Administrative, and Financial Officer of a College and is responsible for providing strategic leadership in accordance with the Universities and Other Tertiary Institutions Act Cap 262, and the Universities and Other Tertiary Institutions Act (Management of Colleges and Other Academic Units of Makerere University) Statute, 2026.

Purpose of the job

To provide strategic leadership for the academic, administrative, financial, and research functions of the College.

Functions of a Principal

- (a) Be the Chief Administrative, Academic, and Financial Officer of the College.
- (b) Promote excellence in teaching, learning, research, innovation, and community engagement.

- (c) Ensure efficient utilisation and accountability of College resources.
- (d) Implement University policies and ensure compliance with applicable laws and regulations; and
- (e) Perform any other functions prescribed by the University Council.

Eligibility

(1) Candidate Specification

- (a) Possess a PhD or any other academic Doctorate from a lawfully recognised institution in a discipline offered at the College where the applicant intends to lead.
- (b) Be at the rank of Associate or full Professor from a university whose academic status is recognised by the Senate of Makerere University.
- (c) Possess a minimum of five (5) years of senior academic leadership at the level of Head of Department and/or its equivalent or higher in a recognised institution comparable to that of Makerere University, as accepted by the Makerere University Senate.
- (d) Be a Ugandan citizen.
- (e) Applicants at the rank of Associate Professor should not be above 61 years of age at the time of application. Applicants at the rank of Professor should not be above 66 years at the time of application.

(2) Experience

- (a) At least five (5) years of financial or administrative leadership experience at the level of Head of Department and/or its equivalent or higher in a recognised institution comparable to that of Makerere University, as accepted by the Makerere University Senate.
- (b) Proven record in developing and executing strategic plans, aligning financial and administrative objectives to institutional goals.
- (c) Demonstrated experience in managing budgets exceeding UGX 500,000,000 (Uganda Shillings Five Hundred Million) while ensuring transparency, financial sustainability and accountability.
- (d) Demonstrated track record in mobilising resources, securing competitive grants, and forging strategic partnerships that promote academic excellence, research and innovation, and the long-term growth and sustainability of the institution.
- (e) Experience in handling procurement and asset management, ensuring transparency and value for money.
- (f) Experience in leading workforce planning, recruitment, and talent development strategies, ensuring a high-performance institutional culture.

- (g) Evidence of capacity to network locally and globally.
- (h) Experience in integrating ICT solutions in academic, financial and administrative operations, improving service delivery and efficiency.
- (i) Demonstrated commitment to student development and success through student mentorship, academic guidance, and the promotion of an inclusive and supportive environment that safeguards student welfare and effectively addresses student concerns and grievances.
- (j) Experience in building partnerships with Government agencies, donors, private sector investors, and international organisations to enhance institutional funding.
- (k) Evidence of supervision of at least ten (10) postgraduate students (Masters and PhD) to completion. At least three (3) of the students must have been at the PhD level.
- (l) Evidence of publication of a minimum of 10 papers in peer-reviewed journals within the disciplines offered within the College where the candidate intends to lead.

(3) Personal Attributes

- (a) High level of integrity, transparency, and ethical leadership, with a record of financial prudence.
- (b) Strong analytical, problem-solving, and decision-making skills, backed by evidence of successfully managing complex financial and administrative challenges.
- (c) Excellent communication, negotiation, and interpersonal skills, ensuring effective stakeholder engagement.
- (d) A visionary leader with the ability to drive academic excellence, financial sustainability, administrative efficiency, and institutional growth.

Term of Office of a College Principal

The appointment shall be for a term of four (4) years and may be eligible for re-appointment for one further term, in accordance with the applicable laws, policies, and procedures of Makerere University.

Salary Scale: PU3

2. POST: DEPUTY PRINCIPAL – 5 POSITIONS

A Deputy Principal is the Deputy Head of a College, as established by the Universities and Other Tertiary Institutions (Management of Colleges and Other Academic Units of Makerere University) Statute, 2026.

Purpose of the job

The Deputy Principal deputises the Principal of a College and performs such other duties as may be assigned by the Principal in accordance with the laid down procedures of Makerere University.

Eligibility

(1) Candidate Specification

- (a) Possess a PhD or any other academic Doctorate from a lawfully recognised institution in a discipline offered at the College where the applicant intends to lead.
- (b) Be at the rank of Senior Lecturer and above in an institution whose academic ranking is comparable to that of Makerere University, as accepted by the Makerere University Senate.
- (c) Applicants at the rank of Senior Lecturer should not be above 56 years of age at the time of application. Applicants at the rank of Associate Professor should not be above 61 years of age at the time of application. Applicants at the rank of Professor should not be above 66 years of age at the time of application.

(2) Experience

- (a) At least five (5) years of senior academic leadership at the level of Head of Department and/or its equivalent or higher in a recognised institution comparable to that of Makerere University, as accepted by the Makerere University Senate.
- (b) Demonstrated experience in managing budgets exceeding UGX 100,000,000 (One Hundred Million Uganda Shillings), ensuring financial sustainability and accountability.
- (c) Proven ability to mobilise resources, secure grants, and attract external funding to support institutional growth.
- (d) Experience in handling procurement and asset management, ensuring transparency and value for money.
- (e) Experience in leading workforce planning, recruitment, and talent development strategies, ensuring a high-performance institutional culture.
- (f) Track record of mobilising resources for research and other academic activities.
- (g) Evidence of capacity to network locally and globally.
- (h) Experience in integrating ICT solutions in academic, financial and administrative operations, improving service delivery and efficiency.
- (i) Experience in students' mentorship and managing student grievances.

- (j) Experience in building partnerships with government agencies, donors, private sector investors, and international organisations to enhance institutional funding.
- (k) Evidence of supervision of at least five (5) postgraduate students (Masters and PhD) to completion. At least one (1) of the students must have been at the PhD level.
- (l) Evidence of publication of a minimum of eight (8) papers in peer-reviewed journals within the disciplines offered within the College where the candidate intends to lead.

(3) Personal Attributes

- (a) High level of integrity, transparency, and ethical leadership, with a record of financial prudence.
- (b) Strong analytical, problem-solving, and decision-making skills, backed by evidence of successfully managing complex academic challenges.
- (c) Excellent communication, negotiation, and interpersonal skills, ensuring effective stakeholder engagement.
- (d) A visionary leader with the ability to drive academic excellence, financial sustainability, administrative efficiency, and institutional growth.

Term of Office of a Deputy Principal

The appointment shall be for a term of four (4) years and may be eligible for renewal for re-appointment for one further term, in accordance with the applicable laws, policies, and procedures of Makerere University.

Salary Scale: PU4

MODE OF APPLICATION

Interested individuals for the positions of Principal or Deputy Principal should submit the following documents sealed in an envelope addressed to the University Secretary:

- (i) A signed letter of application;
- (ii) Certified copies of academic certificates and transcripts;
- (iii) The curriculum vitae of the candidate;
- (iv) Three (3) letters of recommendation;
- (v) Copies of the required minimum number of publications;
- (vi) Copies of letters of appointment to leadership positions at the level of Head of Department and/or its equivalent or higher in a recognised institution comparable to that of Makerere University;
- (vii) A copy of the applicant's national ID or passport; and,

(viii) A copy of the last letter of clearance from the Inspectorate of Government or other equivalent national body.

The deadline for applications is **17th July 2026 at 5:00 p.m East African Time.**

Applications should be hand-delivered to:

The University Secretary

Makerere University

Main Administration Building,


Level 2, University Secretary's Office

Or submitted via email at: search.principal@mak.ac.ug

Makerere University is an equal opportunity employer and encourages applications from suitably qualified individuals regardless of gender, disability, or other legally protected status. The University is committed to promoting diversity, inclusion, and excellence in all its activities.

THOSE WHO HAD APPLIED EARLIER NEED NOT RE-APPLY

Dated: **9th July 2026**



Yusuf Kiranda

UNIVERSITY SECRETARY