



# FARMERS CENTER UNIT

# CAREER OPPORTUNITIES

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## CHAIRPERSON'S **MESSAGE**



We are a comprehensive farmers center, offering a full range of farm inputs and public health products. Licensed by MAAIF and NDA, we supply and distribute an array of animal health, crop health, and public health products. We collaborate with toll manufacturers worldwide and are in the process of establishing our own manufacturing facility in Uganda.

Our product lineup includes pesticides, herbicides, insecticides, rodenticides, fungicides, farm tools, fertilizers, as well as vaccines and disease control products for birds and animals. We also offer animal nutrition and supplements, among other items.

We provide a range of farm service extension services, which include consultation, education and training, technical assistance, market information, market research among others.

## CAREER OPPORTUNITIES

Our headquarters are situated at the Farmer's Centre in Kibuye, Kampala, located 500 meters from the Kibuye roundabout along the Kibuye-Makindye road.

We are currently seeking to recruit dedicated professionals to fill various vacancies.

If you are interested in joining a vibrant and passionate team, please send your applications and supporting documents on email to [info@matuggaindustries.com](mailto:info@matuggaindustries.com) by December 9th, 2024



**Mrs. Fiona Migadde**  
Executive Chair of Board

POSITION	NO. OF VACANCIES
Inventory Manager	1
Crop Health Specialist	4
Animal Care Specialist	2
Logistics and Distribution Specialist	1
IT Expert	1
Cashier	1

# WHO ARE WE?



**Farmers Centre** is One of the three Units of Matugga Industries and logistics Hub Ltd:

03

## Manufacturing Facility

Toll and Contract Manufacturing of a wide range of formulations.

01

## Farmers Centre

Create demand for our products by distributing and our range of products to our customers while providing them with training to enhance their knowledge of farming using appropriate inputs and technology.

02

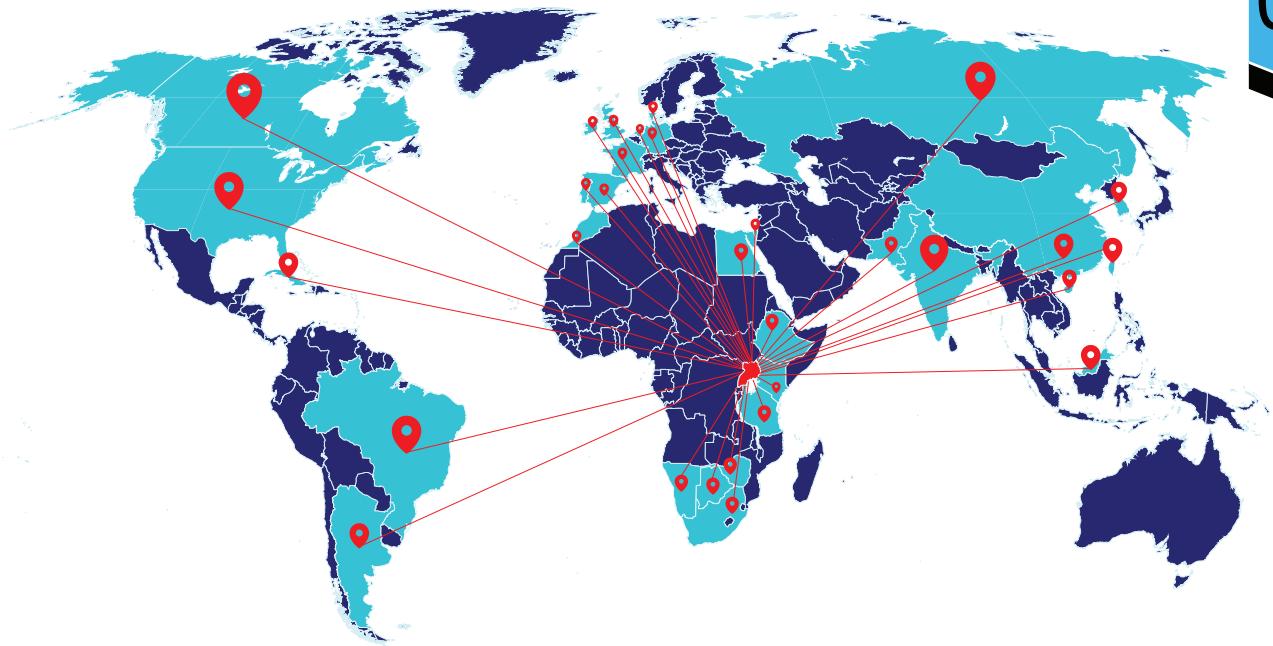
## Demonstration Facility

This facility provides the farmers with an opportunity to have hands on experience of their farming interests.

03



IN THE NUMBERS  
**SOME FACTS  
ABOUT US**



**31+**

**PARTNERS  
AND SUPPLIERS  
WORLDWIDE**

**226+**

**PRODUCTS  
ACROSS ALL  
SECTORS OF  
AGRICULTURE**

**55+**

**YEARS OF  
EXPERIENCE**

**8830+**

**DISTRIBUTORS  
ACROSS THE  
COUNTRY**

# OUR EXPERT SERVICES

- On Farm Visit and Expert Advice
- Dip Construction Services
- Spray Race Construction
- Dip Sample Testing
- Dip Charging
- Animal and Poultry Feed Testing
- Outdoor Fumigation Services
- Indoor Residual Spraying
- Soil Testing and Profiling
- Green House Construction
- Solar Drier Construction
- Product Delivery Services
- Agri Consultancy services such as:
  - Farm Set Up and Planning
  - Farm Project Costing
  - Farm Management Advice
  - Farm Profitability Tips
- Individual and Group Farmer Training

# OUR PRODUCTS



## ANIMAL CARE

- Veterinary Equipment
- Injectables
- Feed Supplements and Concentrates
- Disinfectants
- Poultry Drinkers and Feeders

## CROP CARE

- Insecticides
- Fungicides
- Glyphosate
- Cereal Seeds
- Vegetable Seeds

## VECTOR CONTROL

- Rodent Control and Insect Control
- Mosquito Bednets

## FARMER TOOLS

- Personal Protective Equipment
- Farming Tools



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# CAREER OPPORTUNITIES

## In Detail

## INVENTORY MANAGER

**Job Title:** Inventory Manager

**Department:** Farmer's Centre, Kibuye, Kampala

**Reports To:** Head Finance

### Position Summary:

To oversee and manage all aspects of inventory control within Matugga Industries and Logistics Hub Ltd, ensuring efficient handling and accuracy of stock related to agro-industry products, public health products, and equipment, thereby supporting the company's operational and strategic goals.

### Key Responsibilities:

- **Inspection of Goods:** Check the condition of goods on arrival from shipments or fields returns and notify the company in case of any defects
- **Inventory Management:** Develop and implement an inventory management system to optimize inventory control procedures.
- **Stock Monitoring:** Oversee the monitoring of inventory levels, and advise on the timely ordering and replenishment of supplies across all categories (plant care, animal care, human care, Tools & equipment

and vector control).

- **Data Management:** Maintain accurate and detailed records of inventory, including transfers, adjustments, and cycle counts.
- **Compliance and Reporting:** Ensure compliance with regulatory requirements pertaining to the storage and handling of agro-industry and public health products. Prepare and present regular reports on inventory status and discrepancies.
- **Process Improvement:** Continually seek to improve inventory management practices and procedures to increase efficiency and reduce costs.
- **Adherence to SOPs:** Adhere to standard operating procedures on inventory management as developed by the company. Such procedures may include NDA and MAAIF procedures.
- **Store Safety:** Ensure the safety of the store by
- **Quarantine:** Isolate products that are for defective according to quarantine procedure
- Any other duties assigned from time to time by management and supervisor.

### Qualifications:

- Minimum of Diploma in supply chain management, Business Administration, or related field.



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Farmers Centre, Plot 696-7, Kibuye, Kampala, Uganda



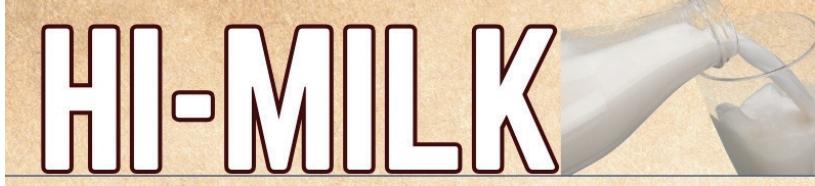
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- Minimum of 10+ years experience in inventory management or a similar role, preferably in the agro-industry sector.

#### Skills:

- Detail-oriented with excellent analytical and problem-solving skills.
- Strong communication and interpersonal skills.
- Ability to work in a fast-paced environment and manage multiple tasks.

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Hi-Milk – The Ultimate Enhancer!"



**FARMERS CENTRE**  
KIBUYE

**We Deliver**

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**MATUGGA INDUSTRIES AND LOGISTICS HUB LTD**



**International Health Care Limited**

# MAXIMIZE PRODUCTION WITH **MIL FEED CONCENTRATES**

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## CROP CARE SALES SPECIALISTS

**Job Title:** Crop Care Sales Specialists

**Department:** Crop Care

**Reports To:** Head Crop Care Sales

### Position Summary:

The Crop Care Specialists will promote and sell agricultural products in designated sales areas, leveraging their expertise in plant science to advise customers on the best solutions for their farming needs. This role involves direct sales interactions with stakeholders, product demonstrations, and contributing to the educational efforts of the company.

### Key Responsibilities:

- Promote and sell agricultural products to customers in designated sales areas
- Provide expert advice on plant care, soil nutrition, and disease control among others to all stakeholders.
- Conduct product demonstrations and participate in educational workshops for farmers in designated sales areas
- Collaborate with the sales and marketing teams to meet sales targets in designated sales areas
- Stay informed about industry trends and

advancements in agricultural science and advice management accordingly.

- Any other duties assigned from time to time by management and supervisor.

### Accountability:

The Crop Care Specialists shall be accountable for the performance of the crop care sales in designated sales area.

### Qualifications:

- Education: Diploma in Agronomy, Crop Science, or related field.
- Experience: Minimum of 1+ years of experience in agronomy, sales of agricultural products, or a related area.
- Skills: In-depth knowledge of agricultural products and practices, strong sales and negotiation skills, ability to communicate effectively with farmers and team members and knowledge of targeted markets.

### Work Environment:

This role is based at the Farmer's Centre in Kibuye, Kampala, with occasional travel for field visits and farmer education programs.



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# FAST KILLING ACTION



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**NEW  
ADVANCED  
FORMULA**



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## ANIMAL CARE SPECIALIST

**Job Title:** Animal Care Specialist

**Department:** Animal Care

**Reports To:** Head Animal Care Sales

### Position Summary:

The Animal Care Specialist will promote and sell animal care products in designated sales area, leveraging their expertise in animal care science to advise customers on the best solutions for their animal care needs. This role involves direct sales interactions with stakeholders, product demonstrations, and contributing to the educational efforts of the company.

### Key Responsibilities:

- Promote and sell animal health products, including drugs, medicines, tools and supplements, to customers in designated sales area.
- Offer expert advice on animal nutrition and disease control measures and any other related topics.
- Conduct product demonstrations and participate in educational workshops for animal care.
- Collaborate with the sales team to meet or exceed sales targets.
- Keep abreast of the latest trends and advancements

in animal health.

- Any other duties assigned from time to time by management and supervisor.

### Accountability:

The Animal Care Specialist shall be accountable for the performance of the animal care sales in designated areas.

### Qualifications:

- Education: Diploma in Veterinary Medicine, Animal Science, or related field.
- Experience: At least 1 year of experience in veterinary medicine, sales of animal health products, or related area.
- Skills: In-depth knowledge of animal health, strong sales and negotiation skills, excellent communication abilities

### Work Environment:

Primarily located at the Farmer's Centre in Kibuye, Kampala, with some travel required for educational programs and field visits.



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INDUSTRIES AND LOGISTICS HUB

# LOGISTICS AND DISTRIBUTION SPECIALIST

**Job Title:** Logistics and Distribution Specialist  
**Department:** logistics and Distribution  
**Reports To:** Head of Logistics and Distribution

## Job Summary

The Logistics and Distribution Specialist is responsible for coordinating, managing, and optimising the movement, storage, and distribution of agricultural products and supplies across all our branches and client locations. The role ensures that stock is efficiently dispatched, deliveries are timely, records are accurate, and customer satisfaction remains consistently high. The ideal candidate is detail-oriented, analytical, and capable of working under pressure while upholding the company's standards of excellence.

## Key Responsibilities

- Plan, schedule, and oversee daily deliveries to outlets and clients.
- Assign delivery routes and ensure effective utilisation of company vehicles.
- Track shipment progress and resolve delivery delays or logistical bottlenecks.
- Maintain up-to-date documentation such as delivery notes, waybills, and goods received forms.

- Ensure all logistical operations comply with company policies, regulatory requirements, and safety guidelines.
- Identify process inefficiencies and recommend improvements for higher productivity.

## Qualifications, Skills & Experience

- Bachelor's degree in Logistics & Supply Chain Management, Procurement, Business Administration, or a related field.
- At least 3 years of experience in logistics, distribution, or warehouse operations—preferably in the agricultural, FMCG, or supply-chain-heavy sector.
- Strong knowledge of inventory management systems and distribution planning.
- Excellent organisational, analytical, and problem-solving skills.
- Ability to work under pressure and manage multiple tasks simultaneously.
- Strong communication skills and a customer-focused mindset.
- Proficiency in MS Excel and other logistics-related software.
- Valid riding or driving permit (added advantage).



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# IT EXPERT

**Job Title:** IT Expert

**Department:** IT

**Reports To:** Head of IT Department

## Job Summary

The IT Expert will be responsible for managing, maintaining, and improving the organisation's information technology systems. The role supports both hardware and software environments, ensures data security, troubleshoots technical issues, and leads digital transformation initiatives. The ideal candidate is resourceful, technically competent, and committed to keeping the organisation's IT systems running smoothly to support both staff and customer needs.

## Key Responsibilities

- Install, configure, and maintain computer systems, networks, and software applications.
- Provide timely technical support to staff across all branches, including troubleshooting hardware and software issues.
- Ensure reliable operation of internet, network devices, printers, and other IT equipment.
- Implement and enforce data security protocols to protect company information.
- Manage data backup schedules and recovery processes to prevent data loss.
- Monitor system vulnerabilities and recommend security

upgrades.

- Oversee LAN/WAN configurations to ensure stable and secure connectivity.
- Maintain firewalls, routers, and network servers.
- Monitor system performance and optimise network speed and reliability.
- Support development and improvement of internal digital tools such as inventory systems, sales software, and farmer databases.
- Assist in integrating new technologies that enhance operational efficiency.
- Train staff on new systems, applications, and IT best practices.
- Maintain an up-to-date inventory of IT equipment and licenses.
- Prepare regular reports on system performance, IT incidents, and infrastructure needs.
- Ensure compliance with company policies and ICT regulations.

## Qualifications, Skills & Experience

- Bachelor's degree in Information Technology, Computer Science, or related field.
- Minimum 3 years of hands-on experience in IT support, network management, or system administration.
- Strong knowledge of operating systems (Windows, Linux), networking, and hardware troubleshooting.
- Experience with database management, cloud services, and cybersecurity practices.
- Familiarity with business software such as ERP or inventory management systems (an added advantage).
- Strong analytical, problem-solving, and communication skills.
- Ability to work independently and support multiple branches remotely.



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# CASHIER

**Job Title:** Cashier  
**Department:** Finance  
**Reports To:** Head of Finance

## Job Summary

The Cashier is responsible for handling financial transactions, maintaining accurate records, providing excellent customer service, and ensuring smooth cash operations at the Farmers' Centre. The ideal candidate is attentive to detail, trustworthy, and able to manage high-volume transactions while maintaining professionalism and accuracy.

## Key Responsibilities

- Receive customer payments (cash, mobile money, or electronic payments) and issue receipts.
- Process sales correctly and efficiently through the Point-of-Sale (POS) system.
- Ensure proper counting, balancing, and recording of daily transactions.
- Welcome and assist customers in a friendly and professional manner.
- Provide information on products, prices, and payment options.
- Handle customer inquiries and resolve payment-related issues courteously.
- Maintain accurate daily cash records and reconcile sales

at the end of each business day.

- Prepare daily cash summaries and ensure timely submission to the Accountant or Branch Manager.
- Safeguard cash, receipts, and other financial documents according to company policies.
- Ensure adherence to financial procedures, internal controls, and audit requirements.
- Maintain confidentiality of financial information and customer data.
- Alert management of any discrepancies, suspected fraud, or system issues.
- Support stock-taking activities by ensuring accurate entry of product prices and quantities at checkout.
- Assist in updating customer or supplier payment information in the system when required.
- Work closely with sales staff, storekeepers, and the finance department to support seamless operations.

## Qualifications, Skills & Experience

- Diploma or Bachelor's degree in Accounting, Finance, Business Administration, or related field.
- At least 2 years of experience in cashiering, customer service, retail operations, or a similar role.
- Strong numeracy and data-entry skills with high attention to detail.
- Proficiency in POS systems, mobile money platforms, and basic computer applications (Excel, Word).
- Good communication and interpersonal skills.
- High level of integrity, honesty, and professionalism.
- Ability to work under pressure and handle large volumes of transactions.



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