

<b>1.0</b>	
POSITION	<b>BSF SPECIALIST</b>
CATEGORY	<b>PROGRAM</b>
STATUS	<b>FULL TIME</b>
HOURS OF SERVICE	<b>8.00am to 5.00PM Monday to Friday and 9.00am to 1.00pm Saturdays</b>
CLASSIFICATION	<b>SECOND LEVEL</b>
DEADLINE	<b>27/11/2022. 12H00 am, EAT</b>
PUBLISHED DATE	<b>10/10/2022</b>
ADVERT CODE	<b>HA/BST/QT3-P01-022-0011</b>

## **2.0 POSITION CONTEXT & OBJECTIVE(S) :**

Hatches is a Poultry breeding, inputs supply company established and registered in 2003 as a private limited company with a work force of 16 staff both permanent and Temporary. With a goal of "**Addressing our client needs and nature people's dreams of living a better and decent life**". Hatches Mission is to "**Provide the best quality agro-inputs, products and services that address our clients' needs and nature people's dreams of living a better and decent life**". Our vision is "**To be the most reliable, valued and client centric green growth company in Uganda**".

The company is strengthening its administration and management systems to achieve its goals and objectives. Hatches Ltd is seeking to establish a strong Management system, Administration and Technical Units with emphasis on providing professional support to the company Project Implementation.

## **3.0 KEY RESPONSIBILITIES AND DUTIES:**

### **3.1. Background**

Under the overall guidance of the Chief Executive Officer, General Manager and direct supervision of the Project Manager, the BSF Specialist is responsible of assisting the company in field activity planning, overseeing the BSF facility, multiplying the BSF population parent stock at the BSF facility, train & build the capacity of different stakeholders and partners and work closely with the community. He is therefore expected to have excellent attention to details, good leadership, Management, communication and capacity building skills.

The BSF Project Expert/Manager will ensure high quality production and observation of bio-security measures, standards of Hatches Ltd and timely outputs in a cost-effective manner. He works in close collaboration with Projects Staff and Communities, specially to provide technical guidance and management support as well as an honest and fair collaboration to M&E and Auditors.

### **3.2. Duties and Responsibilities**

The BSF Specialist will have the following duties and responsibilities:

#### **3.2.1 Project management**

- I. Supervising all activities at the BSF Facility
- II. Producing technical reports on activities undertaken as well as monthly, quarterly and annual reports
- III. Working towards improving insect performance in terms of growth and survival
- IV. Technology dissemination on insect production
- V. Ensuring that all the production inputs are available on time
- VI. Follow and adhere to Hatches Ltd guidance and strictly observe bio-security
- VII. Keep a clean and well-organised workspace
- VIII. Organization and implementation of planned approved activities, trials and collaborate in the procurement of materials required for their execution
- IX. Providing technical and Professional support to Project team
- X. Designing research/ experiments/technology geared towards improving insect productivity
- XI. Working towards improving BSF Project performance
- XII. Provide technical guidance on BSF environment impact assessment
- XIII. Sensitization on the impact of BSF production on the environment

#### **3.2.2 Business Development**

- XIV. Establish, operationalize and commercialize 10 Black soldier flies (BSF) model farms
- XV. Oversee the capacity building activities through the model farms and other stakeholders
- XVI. Market support and development for commercialization of poultry feed production using BSF larva as an alternative protein source
- XVII. Lead business financing efforts for BSF commercialization
- XVIII. Lead market linkages of BSF farmers to reliable market

#### **3.2.3 Leadership and Management**

- XIX. Ensure that the BSF team is aware of the schedule and job expectations on a daily basis
- XX. Involve the BSF team in regular meetings to communicate information intended for them
- XXI. Ensure communication to the BSF team on any changes in policies/ processes by the company through required verbal/ written mechanisms
- XXII. Ensure participation of the BSF team in various engagement initiatives organized by

the company

- XXIII. Counsel and address issues among the team for any work-related issues
- XXIV. Support in deployment of the team as per production schedule and the organizational norms and guidelines
- XXV. Ensure periodic training of the BSF team and support the team by delivering trainings especially in the field of latest, BSF production, machinery and equipment
- XXVI. Share knowledge of processes, techniques and products with the team to enhance their skill levels
- XXVII. Assist with data collection and keep detailed and well-organized records
- XXVIII. Assist with literature research and administrative activities
- XXIX. Comply with waste disposal regulations
- XXX. Plan and participate in community training activities

### **3.3. Competencies**

#### **3.3.1. Corporate Aptitudes**

- i. Demonstrates integrity by modelling the Hatches Ltd values and ethical standards
- ii. Promotes the vision, mission, and strategic goals of Hatches Ltd
- iii. Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability
- iv. Commitment to the principles and philosophy of the company and partners as well as government regulations and requirements.

#### **3.3.2. Interpersonal Aptitudes**

- i. Well-developed verbal and written communication skills.
- ii. Ability to handle sensitive issues of confidential nature with tact and professionalism.
- iii. Ability to collaborate with others to achieve agreed results and outcomes.
- iv. Ability to work independently and as an effective team member.
- v. The ability to gain cooperation and assistance with clients, partners, the general public as well as employees.
- vi. Ability to prepare coherent, logical and comprehensible correspondence and reports as required.

#### **3.3.3. Functional Competencies:**

- i. Organizes and accurately completes multiple tasks by establishing priorities while taking into consideration special assignments, frequent interruptions, deadlines, available resources and multiple reporting relationships

- ii. Plans, coordinates and organizes workload while remaining aware of changing priorities and competing deadlines
- iii. Establishes, builds and maintains effective working relationships with staff and clients to facilitate the provision of support.

#### **4.0 SPECIAL KNOWLEDGE AND SKILLS :**

The following knowledge and skills are required to be utilized:

- 1. Understanding of the underlying principle of the position, including duties, regulations, standards and practices among others;
- 2. Knowledge of the relevant technology, procedures, practices, regulations and processes supporting efficiency in business operations;
- 3. Developed research skills to support BSF development business operations.

#### **5. QUALIFICATIONS AND EXPERIENCE :**

The following qualifications and experience are required for this position:

- 1. Bachelor or Diploma preferably in Entomology, Agriculture, Food Security or related field;
- 2. At least 2 years of experience in the design and implementation of BSF Projects
- 3. Proven ICT skills,
- 4. Proven M&E skills
- 5. Strong training & facilitation skills.
- 6. Fluency in written and spoken English.
- 7. A commitment to ongoing personal and professional development.

#### **How to Apply**

All applicants should submit the following documents in a single submission (one PDF file):  
Letter of motivation, CV including three references.

E-mail your application to [recruitments@hatchesltd.com](mailto:recruitments@hatchesltd.com), before **27 November 2022. 12H00 am, EAT**

NB: Please do not attach copies of qualifications/diploma at this stage. Mention the position applied for and the advert code in the email subject. Only complete applications will be reviewed. All materials should be submitted via email. We regret that owing to the likely volume in applications only shortlisted applicants will be contacted.