



JOB OPPORTUNITY

Mayanja Memorial Medical Training Institute (MTI) located in Mbarara City, trains health workers (Nurses, Midwives, Clinical Officers and Medical Laboratory Scientists) at both Certificate and Diploma levels and has the following vacancy to fill:

Job Title: Quality Assurance Officer

Reports to: Principal

Job Purpose

To promote and sustain high standards of teaching, learning, clinical training, and institutional management by designing, implementing, and continuously improving the Institute's Quality Assurance (QA) system in line with national standards for training nurses, midwives, and allied health professionals.

Key Responsibilities

1. **Academic Quality Oversight:** Monitor curriculum delivery, assessment methods, and clinical practicum sites to ensure compliance with TVET Council, Examination Bodies, and National Council for Higher Education standards.
2. **Policy & Standards Development:** Take lead to develop and periodically review QA policies, Standard Operating Procedures (SOPs), and quality indicators specific to professional health worker training.
3. **Performance Monitoring:** Conduct regular audits of teaching sessions, student feedback, examination processes, and institutional performance.
4. **Regulatory Compliance:** Stay up-to-date on all relevant national and international quality and safety regulations and ensure that the Institute complies with them and maintain updated records for all regulatory bodies.
5. **Data Analysis & Reporting:** Collect, analyze, and present data on student outcomes, program effectiveness, and quality improvements to management and governing council.
6. **Capacity Building:** Train teaching and administrative staff on QA processes, evidence-based teaching, and continuous improvement practices.
7. **Continuous Improvement:** Lead investigations of complaints by stakeholders for non-conformities in academic standards or non-academic and implement corrective and preventive actions (CAPAs).
8. **Stakeholder Engagement:** Work collaboratively with all departments, and partners' teams to ensure quality and safety standards are met in clinical placement sites, to maintain high training standards.
9. Perform any other duties commensurate with the position as may be assigned from time to time.

Required Qualifications & Skills

- Bachelor's degree in Health Sciences, Medical Education, Nursing, Information Systems or related field.
- Postgraduate training in Monitoring & Evaluation, Quality Assurance, or Health Professions Education preferred.
- Minimum two (2) years' experience in academic quality assurance or a health-training institution.
- Solid knowledge of national health-training regulatory frameworks and accreditation processes.
- Proficiency in quality-assurance software, data management, and reporting tools.

- Strong analytical, communication, and interpersonal skills, with high integrity and attention to detail.

Application Process

- Application letter with detailed CV, copies of academic papers and detailed contacts of 2 professional referees (tel. and e-mail) should be addressed to:

The Institute Director, Mayanja Memorial Medical Training Institute, P.O. Box 348 Mbarara and submitted to the office at the Institute Campus on Plot 163-169, Kizungu Road - off Mbarara-Masaka Road, Mbarara City, or emailed to info@mmmti.ac.ug not later than **13th October 2025** at **5.00 p.m.**

- Only short-listed candidates will be contacted.