



All Applications should be shared with the subject being the position you're applying for
to careers@harissint.com.
↓
Scroll down for more Job Descriptions

Job title: Senior Procurement Officer
Work Location: Hariss International Limited – Kampala, Uganda
Division / Department: Procurement & Logistics
Reports to: Procurement Manager

Role Summary

The Senior Procurement Officer is responsible for overseeing and managing the procurement process within Hariss International. She/He will be responsible for procuring goods and services that align with the organization's objectives while ensuring strict compliance with procurement policies and procedures and will be the key driver of strategic sourcing, supplier relationship management, contract negotiation, and cost-effective procurement practices.

Essential Duties and Responsibilities:

- Preparing procurement documentation such as Requests for Quotations (RFQs), Requests for Proposals (RFPs), and tenders.
- Source, evaluate, and select suppliers based on quality, cost, and delivery performance.
- Analyzing supplier bids and proposals and making recommendations for awarding contracts.
- Monitoring and tracking the procurement process from initiation to completion to ensure timely delivery of goods and services.
- Identifying potential suppliers, visiting existing suppliers, and building and maintaining good relationships.
- Reviewing purchase terms and conditions; negotiating vendor purchase orders and contracts.
- Generating purchase orders, maintaining accuracy of purchasing and inventory systems and records
- Preparing and managing the procurement budget, working with other departments to identify procurement needs and prioritizing procurement activities.
- Monitoring vendor progress on purchase order and contracts in process; verifying quality of service provided and adherence to contract terms.
- Ensuring compliance with procurement policies and procedures, including maintaining proper documentation of procurement processes.
- Resolving any disputes or issues with suppliers.
- Monitor supplier performance and implement corrective actions when necessary.
- Serve as the key liaison between suppliers and internal stakeholders.
- On-time supplier delivery rate/Delivery follow ups.

- Monitor procurement budget spending and report variances to the Procurement Manager.
- Vendor Reconciliation.
- Maintain and update supplier databases and records.
- Perform any other task as per management request.

Education and/or Work Experience Requirements:

- A minimum of a Bachelors in Procurement, Business Administration, Logistics, Supply Chain Management or a relevant discipline
- CIPS is an additional advantage
- A minimum of 6+ years' experience in a similar role in a busy environment

Key Requirements:

- Effective oral and written communication skills
- Organizational and time management skills
- Effective problem-solving ability
- Reasoning and calculating
- Adapt quickly to unfamiliar situations
- Embrace continuous learning mentality
- Work independently or in a team environment.



Job title: Shift Electrical Artisan

Work Location: Hariss International Limited – Kampala, Uganda

Division / Department: Maintenance

Reports to: Utility in Charge

Essential Duties and Responsibilities:

- Installing electrical equipment and appliances.
- Wiring and installing power to new machines.
- Checking and testing faulty motors at the factory.
- Releasing power where need be around the company.
- Changing faulty lights, breakers and conductors for the company.
- Maintaining all power points in the factory.
- Installing cable trays where need be.
- Working with the IT team and any other department under the category of technical if there is an electrical break down.
- Repairing lights installed on machines like the QA inspection lights.
- Repairing or changing damaged accessories.
- Building new power supplies at the factory.
- Inspecting old installations and solving faults if found.
- Providing power to new AC's being installed in the factory.
- Testing and repairing electrical appliances.
- Any other duties as per management request.

Education and/or Work Experience Requirements:

- A minimum of an Advanced Diploma in Electrical Engineering, or a related discipline.
- A minimum of 2 years' experience in a similar role in a busy environment.

Key Requirements:

- Must be able to work under pressure and meet deadlines, while maintaining a positive attitude and providing exemplary customer service
- Ability to work independently and to carry out assignments to completion within parameters of instructions given, prescribed routines, and standard accepted practices

Job title: Shift Mechanical Artisan

Work Location: Hariss International Limited – Kampala, Uganda

Division / Department: Maintenance

Reports to: Packaging Engineer

Essential Duties and Responsibilities:

- Perform highly diversified duties of installation and maintenance of production machines and the plant facility's equipment.
- provide emergency/unscheduled repairs of production equipment during production and performs scheduled maintenance repairs of production equipment during machine service.
- Performs simple machinist duties and responsibilities.
- Perform all machine work including, but not limited to, mechanical, electrical, pneumatic, hydraulic, troubleshooting and repair of production machines.
- Reads and interprets equipment manuals and work orders to perform required maintenance and service.
- Diagnoses problems, replaces or repairs parts, tests and makes adjustments.
- Perform regular preventive maintenance on machines, equipment and plant facilities.
- Perform a variety of plumbing maintenance and carpentry functions.
- Operates a variety of hand and power tools, electric meters and material handling equipment in performing duties.
- Detects faulty operations, defective material and reports those and any unusual situations to proper supervision.
- Receive work orders and determine what parts, equipment and services are needed to perform necessary maintenance and repair work.
- Complies with safety regulations and maintains clean and orderly work areas
- Performs any other task as per management request.

Education and/or Work Experience Requirements:

- A minimum of a diploma in Mechanical Engineering, Electrical Engineering or a relevant discipline in relation to engineering.
- He should have knowledge in boilers, pipe fitting and welding
- A minimum of 2 years' experience in a similar role in a busy environment.
- Prior experience working in general maintenance, plumbing or HVAC

Key Requirements:

- Effective oral and written communication skills
- Organizational and time management skills
- Effective problem-solving ability
- Customer Service skills.
- Reasoning and calculating
- Adapt quickly to unfamiliar situations



- Embrace continuous learning mentality
- Work independently or in a team environment.

Job title: **Quality Control Officer**



Work Location: Hariss International Limited – Kampala, Uganda
Division / Department: Quality
Reports to: Online QC Team Leader/Supervisor/QCM/SHEQ

Job Purpose

Responsible for ensuring all products produced meet the established standards of quality including reliability, usability and performance.

Work Structure:

Essential Duties and Responsibilities/Authority:

- Conduct all online tests on products and inspection of materials, using the necessary tools to ensure all parameters meet requirements.
- Prepare and maintain documents to conform to suitable regulatory requirements and timely reporting.
- In liaison with the QC team leader/Supervisor, troubleshoot online process activities to maintain quality and food safety, in conjunction with process owners.
- Prepare and assist the QC team leader/Supervisor in preparing quality reports.
- Participate in review and implementation of improvement programs regarding quality and food safety management system and its documentation, particularly HACCP system to ensure effectiveness
- Keep up to date with all related quality legislation and compliance issues.
- Ensure GMPs/GHPs are effectively implemented throughout the company in liaison with the GMP/GHP Supervisor.
- Daily monitoring of facility and environmental conditions to ensure validity of results.
- In liaison with the QC team leader/Supervisor, communicate any critical compliance risks/non-conformances noted from online activities to senior management (QC/A).
- Assist team leader/supervisor to investigate non-conforming results and establish appropriate corrective actions.
- Assist team leader in investigating customer complaints and implementation of corrective actions.
- Contribute to development, modification of work instructions, procedures, protocol, as well as verification and validation of analytical methods.
- Carry out analysis and interpretation of results.
- Implement documented control measures to prevent occurrence of impartiality and quality laboratory risks.
- He/she is authorized to stop the line in case of any deviation after consulting with QC TL/supervisor.
- Assist in assuring ongoing compliance with quality and industry regulatory requirements.
- Evaluate online quality events, incidents, queries, and complaints and report any deviations to line Supervisor.

- Assist in compiling and preparing materials for submission to regulatory agencies.
- Utilize guidance documents, international standards, or consensus standards and interpret for guidance.
- Assist in coordinating and supporting internal audits and audits conducted by third parties.
- Participate in root cause analyses and implement preventive and corrective action plans.
- Ensure a safe working environment and ensure availability of environmentally friendly practices in conformance to local and national regulations.
- Perform any other task as per management request.

Education and/or Work Experience Requirements:

- A Bachelor's degree in Biological Sciences, Laboratory Sciences, Chemistry, Food Science and Technology, or any other related discipline from a recognized university. OR,
- A Diploma in the above areas with previous experience in a similar position
- Fresh with three months satisfactory on Job Training.

Key Requirements:

- Excellent verbal and written communication skills, including ability to effectively communicate with internal and external customers.
- Must be able to work under pressure and meet deadlines, while maintaining a positive attitude and providing exemplary customer service.
- Basic computer skills and report writing.
- Training in Food Safety and Hygiene handling techniques.
- Ability to work independently and to carry out assignments to completion within parameters of instructions given, prescribed routines, and standard accepted practices.
- Basic knowledge in management system implementation.
- Familiar with basics of laboratory testing and basic test related to beverages.

Job title: Maintenance Planner-Plastic

Work Location: Hariss International Limited – Kampala, Uganda

Division / Department: Maintenance

Reports to: Head of Engineering & Maintenance

Job Purpose.

Responsible for developing and overseeing maintenance plans for a variety of facilities, equipment, and machinery. The Planner works with a variety of departments and personnel to ensure that maintenance plans are aligned with strategic objectives and that the necessary resources are available to achieve those goals.

Essential Duties and Responsibilities:

- Scheduling, tracking and coordination of maintenance activities for the organization.
- Developing, coordinating, and monitoring maintenance schedules and plans.
- Monitoring parts and supplies.
- Resolving maintenance-related issues; providing technical guidance and support; and maintaining up-to-date records and documentation.
- In charge of developing and implementing preventive maintenance programs, as well as recommending improvements to maintenance processes.
- Ensure that maintenance activities are performed within safety regulations and company standards.
- Arranging for installations to be put into operation after repairs (or modification) in consultation with production management.
- Ensuring the proper functioning and safety of the installations, in such a manner that all legal and company-specific requirements relating to safety, reliability and availability are met.
- Other duties.
- Seeing to the department's administrative processes, including completion of work orders, time records, used materials, project data, etc.
- Formulation of work progress reports based on the plant maintenance software.
- Management of tools, safety and protection equipment and ordering of new tools and resources.
- Consultancy on optimal spare parts supplies.
- Keeping up with developments within the professional discipline

Education and/or Work Experience Requirements:

- A minimum of a bachelor's degree in Mechanical Engineering OR Diploma in Mechanical Engineering relevant discipline.
- He should have knowledge in boilers, welding, pipefitting, inside/outside machinist
- Solid understanding of technical aspects of plumbing, carpentry, electrical systems etc
- Working knowledge of facilities machines and equipment



- A minimum of 5 years' experience in maintenance management role
- Strong knowledge of engineering concepts, including electrical, hydraulic, and mechanical system.

Key Requirements:

- At least 3 - 4 years hands-on in similar role in the Food Industry. Beverage manufacturing plant is a distinct advantage.
- Must be able to work under pressure and meet deadlines, while maintaining a positive attitude and providing exemplary customer service
- Ability to work independently and to carry out assignments to completion within parameters of instructions given, prescribed routines, and standard accepted practices

Job title: Maintenance Planner-FOOD (Biscuit & Confectionery & Cake)

Work Location: Hariss International Limited – Kampala, Uganda

Division / Department: Maintenance

Reports to: Head of Engineering & Maintenance

Job Purpose.

Responsible for developing and overseeing maintenance plans for a variety of facilities, equipment, and machinery. The Planner works with a variety of departments and personnel to ensure that maintenance plans are aligned with strategic objectives and that the necessary resources are available to achieve those goals.

Essential Duties and Responsibilities:

- Scheduling, tracking and coordination of maintenance activities for the organization.
- Developing, coordinating, and monitoring maintenance schedules and plans.
- Monitoring parts and supplies.
- Resolving maintenance-related issues; providing technical guidance and support; and maintaining up-to-date records and documentation.
- In charge of developing and implementing preventive maintenance programs, as well as recommending improvements to maintenance processes.
- Ensure that maintenance activities are performed within safety regulations and company standards.
- Arranging for installations to be put into operation after repairs (or modification) in consultation with production management.
- Ensuring the proper functioning and safety of the installations, in such a manner that all legal and company-specific requirements relating to safety, reliability and availability are met.
- Other duties.
- Seeing to the department's administrative processes, including completion of work orders, time records, used materials, project data, etc.
- Formulation of work progress reports based on the plant maintenance software.
- Management of tools, safety and protection equipment and ordering of new tools and resources.
- Consultancy on optimal spare parts supplies.
- Keeping up with developments within the professional discipline

Education and/or Work Experience Requirements:

- A minimum of a bachelor's degree in Mechanical Engineering OR Diploma in Mechanical Engineering relevant discipline.
- He should have knowledge in boilers, welding, pipefitting, inside/outside machinist
- Solid understanding of technical aspects of plumbing, carpentry, electrical systems etc
- Working knowledge of facilities machines and equipment



- A minimum of 5 years' experience in maintenance management role
- Strong knowledge of engineering concepts, including electrical, hydraulic, and mechanical system.

Key Requirements:

- At least 3 - 4 years hands-on in similar role in the Food Industry. Beverage manufacturing plant is a distinct advantage.
- Must be able to work under pressure and meet deadlines, while maintaining a positive attitude and providing exemplary customer service
- Ability to work independently and to carry out assignments to completion within parameters of instructions given, prescribed routines, and standard accepted practices

Job title: Technical Operator (Blow Molder/Filler)

Work Location: Hariss International Limited – Kampala, Uganda

Division / Department: Beverage

Reports to: Production Team Leader-Beverage

- Essential Duties and Responsibilities:
- Responsible for starting up and stopping equipment.
- Assists with the production line in factories.
- Responsible for keeping the machine clean.
- Performs weekly care of machines with the maintenance team.
- Loads and unload boxes and shrink film glue in machines.
- Responsible for lubricating the machine and keeping record of it.
- Responsible for scraping waste material (glue, oil, film) from machines.
- Ensures conformance to specifications.
- Responsible for marking parts of identification.
- Responsible for reading and interpreting gauges.
- Responsible for recording data of machine-like film weight, glue consumption, machine counter etc.
- Performing the changeover of machine if required.
- Responsible for running a twin pack machine.

Education and/or Work Experience Requirements:

- A minimum of a diploma in Mechanical/Electrical Engineering or any relevant discipline.
- A minimum of 1 year experience in a similar role in a busy environment.

Key Requirements:

- Familiar with Carbonated Soft Drinks and/or water treatment plant.
- Must be able to work under pressure and meet deadlines, while maintaining a positive attitude and providing exemplary customer service
- Ability to work independently and to carry out assignments to completion within parameters of instructions given, prescribed routines, and standard accepted practices

Job title: Machine Operator (Cermix)

Work Location: Hariss International Limited – Kampala, Uganda

Division / Department: Beverage

Reports to: Production Team Leader-Beverage

Essential Duties and Responsibilities:

- Responsible for starting up and stopping equipment.
- Assists with the production line in factories.
- Responsible for keeping the machine clean.
- Performs weekly care of machines with the maintenance team.
- Loads and unload boxes and shrink film glue in machines.
- Responsible for lubricating the machine and keeping record of it.
- Responsible for scraping waste material (glue, oil, film) from machines.
- Ensures conformance to specifications.
- Responsible for marking parts of identification.
- Responsible for reading and interpreting gauges.
- Responsible for recording data of machine-like film weight, glue consumption, machine counter etc.
- Performing changeover of machine if required.
- Responsible for running a twin pack machine.

Education and/or Work Experience Requirements:

- A minimum of a diploma in Mechanical/Electrical Engineering or any relevant discipline.
- A minimum of 1 year experience in a similar role in a busy environment.

Key Requirements:

- Familiar with Carbonated Soft Drinks and/or water treatment plant.
- Must be able to work under pressure and meet deadlines, while maintaining a positive attitude and providing exemplary customer service
- Ability to work independently and to carry out assignments to completion within parameters of instructions given, prescribed routines, and standard accepted practices

Job title: Effluent Treatment Plant Operator-ETP

Work Location: Hariss International Limited – Kampala, Uganda
Division / Department: Quality
Reports to: ETP Controller

Job Purpose

This job involves operating, monitoring, maintaining, and trouble-shooting the effluent treatment facility/plant (ETP) and its processes. The job holder is responsible for the technical aspects of the plant's operations, compliance with NEMA and local operating regulations.

The Operator shall also display good laboratory skills and an understanding of basic chemical principles and fundamental analytical chemistry theories to enable he/she to conduct the required analysis. She/he will operate and maintain instrumentation, define and measure quality metrics and report results in an appropriate manner. He/she will participate with senior personnel in refining current techniques, troubleshooting problems and documenting processes, procedures and results.

He/she shall be impartial when carrying out laboratory activities and ensure information is kept confidential.

Essential Duties and Responsibilities:

- Perform all aspects of sampling, monitoring and testing required to maintain compliance with National and Local regulations governing the wastewater treatment process and sludge management
- Prepare and maintain documents to conform to suitable regulatory requirements
- Troubleshoot or participate in troubleshooting of any problem regarding the operation of the plant
- Liaise with supervisor and microbiologist to sample waste water for microbiological analyses
- Liaise with the chemistry laboratory analysts to take samples for chemical analysis
- Conduct sampling for external analyses in liaison with the supervisor and laboratory analysts
- Inspect the treatment plant systems on a daily basis and, if necessary, carryout minor maintenance to ensure effective operations
- Maintain all inventories of consumables such as caustic soda and chlorine
- Daily monitoring of facility and environmental conditions to ensure validity of results.
- Assist team leader to investigate non-conforming results and establish appropriate corrective actions.
- Assist team leader in investigating customer complaints and implementation of corrective actions
- Carry out analysis and interpretation of results
- Implement documented control measures to prevent occurrence of impartiality and quality laboratory risks
- Assist in analysis of data obtained from ETP operations and report writing to assist lab management in decision making.



- Provide reports to government agencies, departments and other organizations as required
- Assist in conducting and taking part internal and external audits
- Maintain open communications with the Supervisor regarding the treatment process, operation and malfunctions, as well as make recommendations for repairs and improvements to these systems.
- Adhere to all applicable regulations, policies, and procedures for occupational health, safety, and environmental compliance.
- Perform any other task as per management request.

Education and/or Work Experience Requirements:

- A Bachelor's degree in Biological Sciences, Laboratory Sciences, environment science, Chemistry, Food Science and Technology, from a recognized university or any other related field. OR,
- A Diploma in the above areas with previous experience in a similar position
- At least 2-3 years hands-on in the food industry/beverage manufacturing will be a distinct advantage.
- Familiar with beverage and water treatment plant.
- Fresh with three months satisfactory on Job Training. One year of experience on similar role in busy environment is preferred.

Key Requirements:

- Basic knowledge about waste water treatment plant and quality tests related ETP.
- Basic computer skills and report writing
- Training in Food Safety and Hygiene handling techniques
- Basic knowledge in ISO 17025 implementation

Job title: Fleet Tracker

Work Location: Hariss International Limited – Kampala, Uganda



Division / Department: Transport
Reports to: Transport & Distribution Manager

Essential Duties and Responsibilities:

- Track vehicle by GPS system
- Track fuel usage and consumption rates
- Ensure that potential problems or fuel misuse is raised to management
- Monitoring truck driver performance
- Ensuring strict compliance with company regulations by drivers.
- Identifying on-road exceptions and taking immediate remedial action.
- Coordinating and responding to emergency situations.
- Compile the monthly fuel reports
- Submit regular and comprehensive monthly reports to the supervisor on vehicle movements and problems
- Track Field Office transport personnel and vehicle movements
- Report any fuel theft or misuse immediately.
- Performs any other Assignments imposed by Management.

Education and/or Work Experience Requirements:

- A minimum of a Diploma in a relevant discipline.
- A minimum of 2 to 3 years' experience in a similar role in a busy environment.

Key Requirements:

- Excellent verbal and written communication skills, including ability to effectively communicate with internal and external customers
- Excellent computer proficiency (MS Office – Word, Excel and Outlook)
- Must be able to work under pressure and meet deadlines, while maintaining a positive attitude and providing exemplary customer service
- Ability to work independently and to carry out assignments to completion within parameters of instructions given, prescribed routines, and standard accepted practices

Equal Employment Opportunity Policy

All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status, or disability status.

Hariss International is an equal opportunity employer Minorities/Females/People with Disabilities/Protected Veterans/Sexual Orientation/Gender Identity.