



**JOB EXTERNAL ADVERT No.01/2026**

National Building Review Board (NBRB) was established under the National Building Control Act, CAP 136 to promote and ensure planned, decent and safe building structures that are developed in harmony with the environment. Our Vision is a regulated and sustainable built environment and we cherish: Teamwork, Integrity, Transparency and Accountability.

To help us realise our mandate, we are now inviting applications from suitably qualified Ugandan nationals to fill the vacancies listed below:

<b>Job Code</b>	<b>Job Title</b>	<b>Vacancies</b>
Ref. NBRB01-26/01	BUILDING OFFICER -MECHANICAL	One
Ref. NBRB01-26/02	BUILDING OFFICER – CIVIL/STRUCTURAL	One
Ref. NBRB01-26/03	BUILDING OFFICER – REGIONAL OFFICE	Three
Ref. NBRB01-26/04	INVESTIGATIONS OFFICER – MECHANICAL	One
Ref. NBRB01-26/05	INVESTIGATIONS OFFICER – ELECTRICAL	One
Ref. NBRB01-26/06	SENIOR LABORATORY TECHNICIAN	One
Ref. NBRB01-26/07	LABORATORY TECHNICIAN	One

Interested persons should access the detailed job advert at [www.nbrb.go.ug](http://www.nbrb.go.ug) and shall submit one pdf document containing, and in the following order: (i). An application letter - *dually endorsed*; (ii). A current Curriculum Vitae – *not more than three pages*; (iii). Relevant and applicable academic documentation (iv). Valid professional and legally required registration and practicing certificates; (v). A copy of the National Identity Card. Detailed job descriptions and specifications can be accessed on our website: [www.nbrb.go.ug](http://www.nbrb.go.ug)

Applications should be by email and addressed to:

***The Executive Secretary, National Building Review Board  
via: externalad2601@nbrb.go.ug***

before 5:00pm (East African Standard Time) Friday 6<sup>th</sup> February 2026.

The shortlist(s) shall be displayed on our website and email communications to successful applicants. Applicants that will not have heard from us by Friday 27<sup>th</sup> February 2026 should consider their applications unsuccessful.

**Safe Building, Better Living**

## **Schedule 1 - Detailed Job Descriptions and Person Specifications**

### **Ref. NBRB01-26/01: BUILDING OFFICER – MECHANICAL**

**Salary Scale:** NBRB 5

**Reports to:** Senior Building Officer – Mechanical

**Job Purpose:** To guarantee safe and efficient Mechanical Engineering installations in buildings that comply with regulatory and ethical standards

#### **Key Duties and Responsibilities**

- i. Working with the Senior Building Officer- Mechanical to develop a robust monitoring and investigation system for all buildings
- i. Assisting the Senior Building Officer- Mechanical in developing inspection checklists that would be used by Building Control Officers for on-going construction sites
- ii. Inspecting and assessing the works of the building Committees to ensure compliance with the Building Control Act, Building Regulations and the Code
- iii. Carrying out competence and capacity building of Building Control officers
- iv. Providing clients with clear and consistent technical advice to strengthen building control initiatives
- v. Providing technical expertise and to convey information and manage community expectations about responsible building practices
- vi. Generating the periodic compliance reports
- vii. Performing other duties as assigned by the supervisor or other mandated authority.

#### **Person Specifications**

##### **(a) Academic and Professional Qualifications:**

- i. Bachelor's Degree (Hons) in Mechanical Engineering from a recognized university or institution
- ii. Must be registered with the ERB and in Possession of a valid practicing license

##### **(b) Working Experience**

At least Four (04) years working experience as a Mechanical Engineer in Government or another reputable organization as an Engineer or its equivalent

**(c). Competences**

**(i). Technical**

- i. Knowledge and understanding of the legal and policy framework for building control and regulation in Uganda
- ii. Concern for standards
- iii. Quality Control
- iv. Analytical skills
- v. Information Communications Technology
- vi. Planning, Organizing and Coordinating

**(ii). Behavioral**

- i. Team work
- ii. Leadership
- iii. Accountability
- iv. Public relations
- v. Customer care
- vi. Results oriented
- vii. Creativity
- viii. System thinking
- ix. Interpersonal relations
- x. Communication excellence
- xi. Time management

## Ref. NRB01-26/02: BUILDING OFFICER – CIVIL/STRUCTURAL

**Salary Scale:** NRB 5

**Reports to:** Senior Building Officer – Civil/Structural

**Job Purpose:** To guarantee safe and efficient Civil/Structural Engineering installations in buildings that comply with regulatory and ethical standards

### **Key Duties and Responsibilities**

- i. Working with the Senior Building Officer- Civil/Structural to develop a robust monitoring and investigation system for all buildings
- ii. Assisting the Senior Building Officer- Civil/Structural in developing inspection checklists that would be used by Building Control Officers for on-going construction sites
- iii. Inspecting and assessing the works of the building Committees to ensure compliance with the Building Control Act, Building Regulations and the Code
- iv. Carrying out competence and capacity building of Building Control officers
- v. Providing clients with clear and consistent technical advice to strengthen building control initiatives
- vi. Providing technical expertise and to convey information and manage community expectations about responsible building practices
- vii. Generating the periodic compliance reports
- viii. Performing other duties as assigned by the supervisor or other mandated authority.

### **Person Specifications**

#### **(a) Academic and Professional Qualifications:**

- i. Bachelor's Degree (Hons) in Civil/Structural Engineering from a recognized university or institution
- ii. Must be registered with the ERB and in Possession of a valid practicing license

#### **(b) Working Experience**

At least Four (04) years working experience as a Civil/structural Engineer in Government or another reputable organization as an Engineer or its equivalent

#### **(c). Competences**

##### **(i). Technical**

*[Signature]* *Jan 19, 2026*

- i. Knowledge and understanding of the legal and policy framework for building control and regulation in Uganda
- ii. Concern for standards
- iii. Quality Control
- iv. Analytical skills
- v. Information Communications Technology
- vi. Planning, Organizing and Coordinating

**(ii). Behavioral**

- i. Team work
- ii. Leadership
- iii. Accountability
- iv. Public relations
- v. Customer care
- vi. Results oriented
- vii. Creativity
- viii. System thinking
- ix. Interpersonal relations
- x. Communication excellence
- xi. Time management

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**Ref. NRB01-26/03: BUILDING OFFICER – REGIONAL OFFICE**

**Salary Scale:** NRB 5

**Reports to:** Senior Building Officer – Regional

**Job Purpose:** To guarantee safe, efficient and sustainable building operations that comply with regulatory and ethical standards

**Key Duties and Responsibilities**

- i. Working with the Senior Building Officer – Regional Office to develop and implement a robust monitoring and investigation system for all buildings
- ii. Assisting the Senior Building Officer- Regional Office in developing inspection checklists that would be used by Building Control Officers for on-going construction sites
- iii. Participating in the inspection and assessment of the works of the Building Committees to ensure compliance with the Building Control Act, Building Regulations and the Code
- iv. Participating in investigations of building accidents related with reports prepared
- v. Providing clients with clear and consistent technical advice to strengthen building control initiatives
- vi. Providing technical expertise and to convey information and manage community expectations about responsible building practices
- vii. Carrying out competence and capacity building of Building Control Officers
- viii. Generating periodic reports
- ix. Performing any other related duties as may be assigned by the supervisor or other mandated authority.

**Person Specifications**

**a). Academic and Professional Qualifications:**

- i. Bachelor's Degree (Hons) in either: Architecture; Civil/Structural Engineering; Electrical Engineering; Mechanical Engineering; or Quantity Surveying from a recognized university or institution
- ii. Must be registered with the ERB and in possession of a valid practicing license

**b). Working Experience**

At least Four (04) years of relevant working experience two (02) of which should be in Government or another reputable organization.

**c). Competences**

**(i). Technical**

- i. Knowledge and understanding of the legal and policy framework for building control and regulation in Uganda
- ii. Concern for standards

*Amara Jan 19, 2026*

- iii. Quality Control
- iv. Analytical skills
- v. Information Communications Technology
- vi. Planning, Organizing and Coordinating

**(ii). Behavioral**

- i. Team work
- ii. Accountability
- iii. Public Relations
- iv. Customer care
- v. Results oriented
- vi. Creativity
- vii. System thinking
- viii. Interpersonal relations
- ix. Communication excellence
- x. Time management

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**Ref. NRB01-26/04: INVESTIGATIONS OFFICER - MECHANICAL**

**Salary Scale:** NRB 5

**Reports to:** Senior Investigations Officer – Mechanical

Job Purpose: To undertake thorough and comprehensive investigations into Mechanical building-related accidents and building related environmental complaints or hazards using physical evidence and scientifically sound methods.

**Key Duties and Responsibilities**

- i. Supporting the Senior Investigations Officer to develop a robust investigation system for mechanical engineering matters on buildings
- ii. Monitoring the application of investigation policy processes and procedures relating to building control to determine their relevance and effectiveness when applied in investigative activities and recommend revision where necessary
- iii. Working with the Senior Investigations Officer to investigate and respond to complaints
- iv. Making appropriate follow-up and recommending sound compliance strategies
- v. Liaising with relevant stakeholders to obtain information about allegations of unlawful building practices
- vi. Attending court and other legal proceedings to provide evidence on matters relating to cases that have been investigated as may be required.
- vii. Perform other duties as assigned by the supervisor or other mandated authority.

**Person Specifications**

**(a) Academic and Professional Qualifications:**

- i. Bachelor's Degree (Hons) in Mechanical Engineering from a recognized university or institution.
- ii. Must be registered with the ERB and in Possession of a valid practicing license

**(b) Working Experience**

At least Four (04) years working experience in Government or another reputable organization as an Engineer or its equivalent

*Jan 19, 2026*

### **(c) Competences**

#### **(i). Technical**

- i. Knowledge and understanding of the legal and policy framework for building control and regulation in Uganda
- ii. Concern for standards
- iii. Quality Control
- iv. Analytical skills
- v. Information Communications Technology
- vi. Planning, Organizing and Coordinating

#### **(ii). Behavioral**

- i. Team work
- ii. Leadership
- iii. Accountability
- iv. Public Relations
- v. Customer care
- vi. Results oriented
- vii. Creativity
- viii. System thinking
- ix. Interpersonal relations
- x. Communication excellence
- xi. Time management

**Ref. NRB01-26/05: INVESTIGATIONS OFFICER – ELECTRICAL**

**Salary Scale:** NRB 5

**Reports to:** Senior Investigations Officer – Electrical

**Job Purpose:** To undertake thorough and comprehensive investigations into electrical building-related accidents and building related environmental complaints or hazards using physical evidence and scientifically sound methods.

**Key Duties and Responsibilities**

- i. Supporting the Senior Investigations Officer to develop a robust investigation system for electrical engineering matters on buildings
- ii. Monitoring the application of investigation policy processes and procedures relating to building control to determine their relevance and effectiveness when applied in investigative activities and recommend revision where necessary
- iii. Working with the Senior Investigations Officer to investigate and respond to complaints
- iv. Making appropriate follow-up and recommending sound compliance strategies
- v. Liaising with relevant stakeholders to obtain information about allegations of unlawful building practices
- vi. Attending court and other legal proceedings to provide evidence on matters relating to cases that have been investigated as may be required.
- vii. Perform other duties as assigned by the supervisor or other mandated authority.

**Person Specifications**

**(a) Academic and Professional Qualifications:**

- iii. Bachelor's Degree (Hons) in Electrical Engineering from a recognized university or institution.
- iv. Must be registered with the ERB and in Possession of a valid practicing license

**(b) Working Experience**

At least Four (04) years relevant working experience in Government or another reputable organization as an Engineer or its equivalent

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### **(c) Competences**

#### **(i). Technical**

- i. Knowledge and understanding of the legal and policy framework for building control and regulation in Uganda
- ii. Concern for standards
- iii. Quality Control
- iv. Analytical skills
- v. Information Communications Technology
- vi. Planning, Organizing and Coordinating

#### **(ii). Behavioral**

- i. Team work
- ii. Leadership
- iii. Accountability
- iv. Public Relations
- v. Customer care
- vi. Results oriented
- vii. Creativity
- viii. System thinking
- ix. Interpersonal relations
- x. Communication excellence
- xi. Time management

**Ref. NRB01-26/06: SENIOR LABORATORY TECHNICIAN**

**Salary Scale:** NRB 5

**Reporting to:** Manager – Research and standards

**Responsible for:** Laboratory Technician

**Job Purpose:** To provide advanced technical leadership in laboratory operations by conducting and validating complex tests, enforcing quality and safety standards, maintaining equipment performance, and supervising staff to ensure accurate, timely, and reliable laboratory results that support institutional decision-making.

- i. Leading and performing complex, specialized, or non-routine laboratory tests in accordance with approved standards, manuals, and accreditation requirements.
- ii. Reviewing, validating, and authorizing test results generated by Laboratory Technicians before submission to supervisors or regulatory units.
- iii. Implementing and monitoring laboratory quality assurance and quality control systems, including proficiency testing and internal audits.
- iv. Coordinating the calibration, servicing, troubleshooting, and maintenance of laboratory equipment to ensure optimal performance and minimal downtime.
- v. Managing laboratory inventory, forecasting reagent and consumable needs, and authorizing requisitions.
- vi. Supervising, mentoring, and appraising Laboratory Technicians and Assistants to build competence and ensure adherence to professional standards.
- vii. Planning and scheduling laboratory activities to ensure quality and timely service delivery.
- viii. Ensuring accurate recording, documentation, and secure storage of test data, equipment logs, Quality Assurance/Quality Control records, and laboratory reports.
- ix. Preparing and submitting periodic laboratory performance reports, incident reports, and technical briefs to management.
- x. Performing any other related duties as may be assigned by the supervisor or other mandated authority.

**Person Specifications**

**a). Academic and Professional Qualifications:**

- i. Bachelor's Degree (Hons) in: Construction Materials Testing, Civil Engineering, Electrical Engineering or Mechanical Engineering from a recognized institution.
- ii. A Post graduate Qualification in any of the above fields
- iii. Registration with a professional regulatory body

*Omara - Jan 19, 2026*

- iv. Training in laboratory accreditation or Quality Assurance/Quality Control is added advantage
- v. Certification in safety management, materials testing, or calibration is added advantage

**b). Working Experience**

- i. A minimum of four (04) years of relevant laboratory experience, two (02) of which should be at a supervisory or senior technical level in a government or other reputable organisation.

**c). Competencies**

**i). Technical**

- i. Advanced analytical and technical testing skills
- ii. Strong leadership and supervisory abilities
- iii. Quality assurance and safety management
- iv. Attention to detail and concern for standards

**ii). Behavioral**

- i. Team work
- ii. Accountability
- iii. Public Relations
- iv. Customer care
- v. Results oriented
- vi. Creativity
- vii. System thinking
- viii. Interpersonal relations
- ix. Communication excellence
- x. Time management
- xi. Integrity
- xii. Problem solving and decision-making
- xiii. Integrity and accountability
- xiv. Time management

Jan 19, 2026

**Ref. NRB01-26/07: LABORATORY TECHNICIAN**

**Salary Scale:** NRB 6

**Reporting to:** Senior Laboratory Technician

**Purpose:** To support the delivery of accurate and timely laboratory services through effective handling of samples, execution of tests, maintenance of equipment, adherence to safety standards, and proper documentation, in line with established procedures and quality assurance protocols.

**Key Duties and Responsibilities:**

- i. Sample Management: Receiving, labeling, registering, and preparing samples for analysis while ensuring safe custody and traceability.
- ii. Testing and Analysis: Conducting routine laboratory tests in accordance with approved manuals, work instructions, and standard test methods; interpreting and compiling results for reporting.
- iii. Equipment Maintenance: Cleaning, sanitizing, calibrating, and maintaining laboratory equipment to ensure functionality and safety.
- iv. Quality and Safety Assurance: Adhering to laboratory safety protocols and quality assurance standards to maintain a clean, safe, and compliant working environment.
- v. Inventory Control: Monitoring and maintaining stock levels of reagents and consumables, and making requisitions as necessary.
- vi. Documentation and Reporting: Keeping accurate records of tests, investigations, and results; preparing and submitting laboratory reports.
- vii. Perform other duties as assigned by the supervisor or other mandated authority.

**Person specifications**

**(a) Academic and Professional Qualifications:**

- i. Bachelor's Degree (Hons) in: Construction Materials Testing, Civil Engineering, Electrical Engineering or Mechanical Engineering from a recognized institution.

**(b) Working Experience**

At least two (02) years relevant Laboratory Techniques working experience in a government or other reputable organisation

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**c). Competencies**

**i). Technical**

- i. Analytical and technical testing skills
- ii. Quality assurance and safety management
- iii. Attention to detail and concern for standards

**ii). Behavioral**

- i. Team work
- ii. Accountability
- iii. Public Relations
- iv. Customer care
- v. Results oriented
- vi. Creativity
- vii. System thinking
- viii. Interpersonal relations
- ix. Communication excellence
- x. Time management
- xi. Integrity
- xii. Problem solving and decision-making
- xiii. Integrity and accountability
- xiv. Time management

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