

## ***EMPLOYMENT OPPORTUNITY FOR POSITION OF DEPUTY CHIEF-ESTATES***

**Busitema University** is a Public University established by Statutory Instrument No. 22, 2007 enacted by Parliament of Uganda on May 10, 2007. Busitema is a Multi Campus University located in Eastern Uganda. Applications are invited from suitably qualified candidates to fill the position of Deputy Chief, Estates.

### **Details about the Job**

**Job Title:** Deputy Chief- Estates  
**Organization:** Busitema University  
**Duty Station:** Busia, Uganda  
**Reports to:** University Secretary  
**Salary scale:** PU4 NTSC

### **Job Summary:**

Plan, develop and coordinate all Estates and Works functions in the University.

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

- a) The Deputy Chief Estates shall be the Head of the Estates Department and shall provide leadership to the department
- b) Oversee custody and maintenance of University Real Estate and Developments.
- c) Provide professional technical support to stake holders in line with the University Strategic plan, Estate and Works policy:
- d) Develop work targets for the Estate and Works Departments in accordance with strategic plan.
- e) Plan, budget and account for resources for the Department
- f) Supervise maintenance of plant and University fleet.
- g) Coordinate the execution of works (Civil, Mechanical and Electrical) and capital development projects
- h) Shall be responsible for developing and implementing the University maintenance plans.
- i) Shall be responsible for planning, development of specifications and support the procurement process of capital projects.
- j) Produce reports to the Vice Chancellor on the activities of Housing and Works Committees;
- k) Shall supervise and appraise staff in the Department.

### **Qualifications, Skills and Experience:**

- a) Master's degree in Civil Engineering, Construction management, structural engineering, Quantity Survey, from a recognized University
- b) An Honour's Bachelor's degree in Civil, Building or construction Engineering from a recognized University
- c) Must be a registered Engineer with the Engineers Registration Board of Uganda and/or a member of the Uganda Institute of Professional Engineers;

- d) Qualification in Public Infrastructure Management, project planning and Management will be an added advantage.
- e) A minimum of six (6) years relevant working experience 3 of which must have been at senior level in a reputable organization.
- f) Must have been a lead person in atleast 3 construction projects worthy five (5) billion Uganda shillings.

### **Competencies**

- a) Strong leadership and interpersonal skills
- b) Good communication skills
- c) Computer literate, capable of using word, processing, spread sheet and database-computer software packages
- d) Knowledge in Project management, strategic planning and budgeting
- e) Demonstratable track record of integrity

### **Tenure of service:**

Permanent terms (with probationary period of six months)

**Age limit:** The candidate shall be below 50 years of age by close of applications.

**How to Apply:** All suitably qualified candidates for this managerial vacancy should submit applications in **triplicate** duly signed and accompanied by detailed curriculum vitae, recent 3 passport photos, contact addresses and names of three referees addressed to: **The Chief Human Resource Management, Busitema University, P.O. Box 236 Tororo / 226 Busia** or at the **Liaison Office at Lincoln Flats Block A, Room A1 Makerere University** not later than January 30, 2026 at **5.00pm**.

*Signed:*



*Date: January 20, 2026*

**Dr. Mercy Wanyana Mugonola**  
**Chief, Human Resource Management**