

Vacancy

Building Inspectors Panel (Minimum 10 Each Region)



The Building Inspectors plays a critical role under the Pension-Backed Home Loan (PBHL) Scheme by providing independent verification and oversight throughout the construction process in un-proclaimed areas (villages). The services offered focuses on ensuring that housing projects financed under the PBHL scheme are executed in accordance with the submitted plans, quotations, specifications, locations and loan purposes. Further extending to ensuring that the property is not compromised at any stage of construction.

Key Responsibilities

- Conduct on-site inspections to verify the existence of the subject property and correspond with the loan documentation and submitted property documents.
- Confirm that the loan proceeds are used strictly for the approved housing purpose and that construction aligns with the submitted specifications and quotations.
- Monitor construction progress and ensure that work completed corresponds with the disbursement stage before funds are released.
- Verify that building materials financed under the loan are delivered and utilized on the intended property, ensuring they are not diverted to unrelated projects.
- Ensure that the property and its development are not compromised through substandard construction, material misuse, or deviations from approved specifications.
- Capture and submit photographic evidence and progress reports using approved templates and turnaround times.
- Identify and escalate any cases of non-compliance, risk, or misuse of loan funds to the PBHL technical or credit teams.
- Provide periodic updates and summary inspection reports to management in line with the PBHL inspection and reporting schedule.
- Ensure confidentiality, integrity, and professionalism when engaging clients, contractors, and local authorities.

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Job Requirements

- Bachelor's degree or National Diploma in a relevant field such as Civil Engineering, Construction Management, Land Surveying, or Architecture; or
- A Certificate in a related technical field from a recognized institution (including VTC or NIMT) with at least three (3) years' relevant experience.
- Candidates without a formal qualification must have a minimum of five (5) years' practical experience in property construction, site supervision, or similar technical roles.
- Familiarity with construction practices in un-proclaimed (village) areas will be a distinct advantage.
- Proven ability to interpret building plans, site layouts, and material specifications.
- Must be a resident of the region in which the applicant intends to serve (proof of residence required).
- A valid driver's licence will be an added advantage.
- Ownership or access to a reliable vehicle, preferably suitable for rural or off-grid travel, will be an added advantage.
- Must possess a digital device (smartphone or tablet) for capturing and submitting photographic site evidence and inspection reports.

Key Skills & Competencies

- Strong technical understanding of construction processes and materials.
- Excellent attention to detail, integrity, and independence in conducting site verifications.
- Effective communication.
- Ability to plan, travel, and complete assignments within required turnaround times.

A comprehensive and fair remuneration is offered, aligned to skills and qualifications. Interested candidates should forward their resumes, accompanied by Certified Copies of ID, Educational Qualifications, including three contactable references, in strict confidence to:

Email: hr@firstcapitalnam.com

Closing date for applications: 6 November 2025

First Capital Treasury Solutions is an equal opportunity employer and encourages previously disadvantaged people and those with disabilities to apply.

The advert has minimum requirements listed. Management reserves the right to use additional/relevant information as criteria for shortlisting. Applicants who do not receive any response within three weeks after the closing date must accept that their applications were not considered favourable. FCTS regrets that it cannot return documents.

No late applications will be accepted.

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