

EXCITING CAREER OPPORTUNITIES

1.Head of Finance and Commercial Services. (Ref: MWSSC/HR/006/2021)

Reporting to the Managing Director, the successful candidate will be responsible for ensuring that all the financial resources of the company are acquired, disbursed, prudently invested, fully accounted for and reported efficiently. Should ensure that the Company is financially sound and in conformity with the overall Strategic Plan. He/she will also be expected to ensure that the strategy for service delivery and revenue generation is put in place and effectively implemented.

KEY RESPONSIBILITIES

- Formulate the company's financial strategy and ensure it is properly implemented
- Ensure sound corporate governance by identifying risks and developing and implementing proper controls in order to minimize those risks
- Spearhead formulation, implementation, maintenance and review of sound financial policies, systems and procedures to sustain the company
- Develop systems for the effective and efficient management of financial resources.
- Ensure timely and accurate accounting, reporting and analysis in order to aid management decision making
- Ensure efficient revenue collection, disbursements, accounting and reporting
- Advise the company on the financial viability of proposed investments
- Ensure financial reports are prepared and submitted in compliance with the company requirements
- Manage all finance relationships with external agencies
- Prepare budgets and periodic financial performance reports for presentation to the Board of Directors
- Ensure provision of timely and high quality client services that meets or exceed their expectations
- Develop and implement systems for positive customer relations management
- Manage and supervise commercial aspects of the Company's operations, particularly as they relate to revenue generation.
- Promote new ideas and business solutions that result in extended service to the existing and new clients

- Develop long-term business strategies and operating plans that reflect the longer-term goals and priorities.
- Ensure the provision of comprehensive commercial information systems, including up-to-date customer database, to achieve the overall Company revenue objectives.
- Any other duty assigned by the Managing Director

Personal Specifications

- A Bachelor's Degree in Commerce, Business Management, Finance or Accounting from a recognized university
- A Masters in Business, Finance or Accounting is an added advantage
- Full professional qualification in either ACCA or CPA (K)
- Must be a member of the relevant professional body and in good standing;
- At least Eight (8) years of experience in utility or service industry, three (3) of which should have been in a senior management position
- Proficiency in ICT with strong MS office and internet use

Required skills and Competencies.

- Should possess excellent interpersonal and communication skills and have experience in dealing with target-based multi-disciplinary teams;
- Should possess sound an excellent business development knowledge and skills gained preferably in the Water Sector or in a busy and dynamic organization.
- Must have excellent understanding of the Kenyan water reforms
- Must be able to lead and motivate multi-skilled teams in a dynamic work environment.
- Possess relevant computer applications skills
- Possess leadership qualities and be a team player with a high degree of integrity and ability to relate across different professional functions and situations.
- Be a team player and uphold collective responsibility
- Be able to drive change in a dynamic business environment.
- Understands and can implement the regulatory obligations of the Company.
- Experience working with international donor agencies will be an added advantage and international business experience is a plus.

Basic Salary Details : 113,908 – 287,840 Kshs per month

Terms of employment: The appointment will be for a contract term of 5 years renewable subject to satisfactory performance evidenced by continuous achievement of performance targets.

2. Electro-Mechanical Engineer (Ref: MWSSC/HR/ENG-001/2021)

Purpose for the job.

To coordinate electro-mechanical works and services ensuring efficient, safe and healthy work environment as per set standards.

KEY RESPONSIBILITIES

- Supervise the Electro-Mechanical Operations including diagnosis of faults, repairs and maintenance of Pumps, Plant, Equipment and tools.
- Develop and implement maintenance schedules for Plant and Machinery.
- Ensure proper coordination with contracted outside service providers to ensure timely delivery of services.
- Develop maintenance schedules for all pumps, plant and equipment.
- Under guidance of the General Manager Engineering and Strategy determine specifications for machines tools and equipment for use in technical division;
- Liaise with machine suppliers to ensure training of technicians on machine operation, repairs and maintenance;
- Supervise the proper installation of new or repaired pumps, machines and equipment;
- Maintain records for all the operations and prepare the necessary reports
- Work closely with divisional, departmental and section heads to develop goals and initiatives;
- Adhere to compliance with all the applicable laws, regulations and directives from the Government and conformity to the Company's policies and procedures.
- Perform any other duties and responsibilities assigned by the Head of Division or management.

PERSONAL SPECIFICATIONS

- Degree in Electrical/Mechanical Engineering/ mechatronics.
- Registration by Professional Board
- 5 years experience in Plant and Machine maintenance

Required skills and competencies

- Strong interpersonal skills
- Strong communication skills in English and Kiswahili
- Ability to adopt in a highly changing environment
- Strong leadership, management skills
- Be a team player and uphold integrity

Basic Salary Details : : 50,000 – 98,997 Kshs. per month

Terms of employment: Permanent and pensionable

3. Waste Water Engineer (Ref: MWSSC/HR/ENG-002/2021)

Purpose for the job

To oversee the operation and maintenance activities of the sewer networks, pumping stations and the waste water treatment plants

KEY RESPONSIBILITIES

- Monitoring and guidance on industrial effluent discharge at Kipevu Wastewater Treatment Plant
- Wastewater quality control and environmental conservation
- Ensure that the plant and equipment are maintained as per the set schedules.
- Ensure proper security of treatment plants and sewer network and pump station facilities.
- Ensure the plants and their surroundings are kept clean and tidy.
- Maintain records for all the operations and prepare the necessary reports. Ensure work plans and maintenance/preventative schedules are prepared, maintained and implemented across all stations.
- Champion the drafting of policy for alternative revenue sources from the treatment plants products and fees from institutions on learning or benchmarking missions.
- Ensure all waste generated or separated, both solid and liquid is appropriately handled and disposed in compliance with the relevant standards.
- Ensure all the stations have access controls and are properly and adequately guarded in line with company policy.
- Formulate health and safety standards for each station to be adhered to by the staff and visitors/customers.
- Work in close liaison with Operations Manager – Waste Water to ensure operations in all the stations are efficient and effective.

- Monitor raw water sewage quality for appropriate action in case of deviation, this shall be in liaison with the quality assurance officer for identification of culprits especially the trade dischargers.
- Performing any other duties as may be assigned from time to time by the head of division/Department.

PERSONAL SPECIFICATIONS

- A Degree in Civil Engineering/Waste Water, Environmental Engineering
- A registered Engineer/Environmental Impact Assessment and Audit Expert
- 5 years experience in a related field

Required skills and competencies

- Strong interpersonal skills
- Strong communication skills in English and Kiswahili
- Ability to adopt in a highly changing environment
- Strong leadership, management skills
- Be a team player and uphold integrity

Basic Salary Details : : 50,000 – 98,997 Kshs. per month

Terms of employment: Permanent and pensionable

4. LABORATORY MANAGER (Ref: MWSSC/HR/ENG-003/2021)

Purpose for the Job

To ensure that the laboratory maintains high standards of accuracy and operational efficiency in line with applicable standards.

KEY RESPONSIBILITIES

- To analyse samples collected for testing for the various waste water treatment parameters.
- To ensure that the effluent is treated and disposed of in an environmentally friendly way.
- Prepare and adhere to work plans and programs for the waste water plant and other treatment facilities laboratory operations

- Budgeting for laboratory equipment and reagents for treatment plant and other facilities.
- Identification of suitable sampling points on sewer networks and sewage treatment plants
- Detection of sources of sub-standard or unauthorized sewage and industrial effluents
- Ensure compliance to NEMA effluent standards (Environmental Management and Co-ordination (Water Quality) Regulations, 2006, Third & Fifth Schedules).
- Mentoring and training of staff at the station.
- Regular evaluation of laboratory personnel competences.
- Researching on new laboratory methods of analysis
- Preparing laboratory reports and proper record keeping
- Performing any other duties as may be assigned from time to time by the head of division/Department.

PERSONAL SPECIFICATIONS

- Bachelors Degree in Chemistry, Biology, Biochemistry or Analytical Chemistry.
- 5 years experience in a related field.

Required skills and competencies

- Strong interpersonal skills
- Strong communication skills in English and Kiswahili
- Ability to adopt in a highly changing environment
- Strong leadership, management skills
- Be a team player and uphold integrity

Basic Salary Details : : 50,000 – 98,997 Kshs. per month:

Terms of employment: Permanent and pensionable

In additional to the above requirements, each candidate must satisfy the requirements of chapter six of the Constitution of Kenya on Leadership and integrity through provision of:-

- Current certificate of good conduct from Directorate of Criminal Investigation Department.
- Current Tax compliance certificate from Kenya Revenue Authority.

- Clearance from the Ethics and Anti-Corruption Commission (EACC).
- Certificate from Higher Education Loans Board (HELB).

Application Procedures and Deadlines

Candidates who meet the above specifications and have the drive to be part of a highly motivated team should submit their applications and CV **ONLINE** to info@mombasawater.co.ke on or before the expiry of the closing date (29th May 2021, 17:00 Hours) with the VACANCY NUMBER as the email subject including a reliable telephone and e-mail contact of self and at least three (3) referees, addressed to:

The Managing Director,
Mombasa Water Supply & Sanitation Co. Ltd
P.O Box 1100-80100,
MOMBASA
E-mail address: info@mombasawater.co.ke

Only shortlisted candidates will be contacted and canvassing in any way will lead to automatic disqualification.

MOWASSCO is an equal opportunity employer. Women and people with disabilities are particularly encouraged to apply. Those who will not have heard from us by 29th May 2021, should consider themselves unsuccessful.