



CHEMELIL SUGAR COMPANY LIMITED

**JOB TITLE: AREA ENGINEER- Sugar House – (1 post)**

**Reports to:** Mechanical Engineer Maintenance Coordinator

**1. Job Purpose**

Responsible for planning, coordinating and controlling plant & personnel to ensure availability of equipment and machines in Sugar House area for efficient production of sugar.

**2. Key Responsibilities / Duties / Tasks**

**a. Managerial / Supervisory Responsibilities**

- i. Coordinates inspection of all equipment and plant to ensure that they are in a good working condition.
- ii. Plans and carries out periodic mini weekly and annual maintenance tasks timely and efficiently.

**b. Operational Responsibilities / Tasks**

- i. Identifies and initiates procurement of spares required for smooth running of plant by providing correct technical specifications for both local and overseas spares.
- ii. Prepares annual maintenance schedules complete with material requirements and manning levels for approval by Mechanical Engineer Maintenance Coordinator.
- iii. Prepares annual manning, operating and maintenance budgets for approval.
- iv. Coordinates with production section on proper utilization and availability of plant and equipment.
- v. Evolves a preventive maintenance system to ensure maximum plant availability and information feedback on plant condition.
- vi. Monitors compliance to safe working conditions and safety of personnel and equipment, and other occupational health and environmental regulations.
- vii. Proposes plant modifications & expansions and carries them out once approved.
- viii. Installs and commissions new plant and equipment.
- ix. Provides technical leadership to teams to enable them develop, implement and evaluate strategic management plans, budgets aimed at improving performance standards and organization effectiveness.
- x. Enforces discipline and reviews incidents of violations against organizational policy and take action in line with approved policies procedures and regulations.
- xi. Monitors and evaluates staff performance against set targets and objectives and implements action plans aimed at capacity building.
- xii. Controls overtime and use of spares to minimize cost of repairs and maintenance.
- xiii. Coordinates execution of breakdown maintenance in the area and ensures servicing of plant and equipment in Sugar House for optimum operating efficiency.
- xiv. Ensures standard operating procedures are implemented in Sugar House. Proper rewinding of motors/alternators, transformers and welding machines.

**c. Financial Responsibility:**

- i. Responsible for section budgets.
- ii. Responsibility for Physical Assets assigned by the Company.

**d. Decision Making / Job Influence**

- i. Make decisions using standard operating procedures.
- ii. Plans, assigns work to subordinates and Monitor subordinates work performance.
- iii. Appraise/evaluate subordinates performance.

**3. Job Competencies (Knowledge, Experience and Attributes / Skills).**

**a) Academic/Professional Qualifications**

- i. Bachelor of Science degree in Mechanical Engineering.
- ii. Professional Qualifications/Membership to a relevant professional body e.g. I.E.K and/or be registered engineer with engineers board (ERB)

**b) Previous relevant work experience**

- i. At least 5 years relevant experience gained from a large manufacturing concern with minimum 3 years in the sugar industry preferably at Process House Sugar House Area.

**c) Functional Skills: Behavioral Competencies/Attributes:**

- i. Conversant with plant mechanical systems.
- ii. ICT skills.
- iii. Organization and coordination skills.
- iv. Supervisory skills.
- v. Good technical specialized skills in processing technology.
- vi. Knowledgeable in sugar technology.

**4. Other Requirements:**

- i. A Certificate of Good Conduct from Criminal Investigations Department (CID).
- ii. A Clearance Certificate from the Higher Education Loans Boards (HELB).
- iii. A Tax Compliance Certificate from the Kenya Revenue Authority (KRA).
- iv. A Clearance Certificate by the Credit Reference Bureau (CRB).
- v. Clearance from the Ethics & and Ant-Corruption Commission (EACC).

Applications with detailed CV indicating current position, qualifications, work experience, current and expected remuneration, copies of academic and professional certificates and testimonials, copy of national identity card, names of at least three (3) referees and day time telephone contact should be sent to the address below.

The envelope should be clearly marked **Ref. CHEMELIL SUGAR COMPANY LTD/AE-SH/2018**. Applications should be received not later than **7<sup>th</sup> December 2018**. Only shortlisted candidates will be contacted.

**THE MANAGING DIRECTOR**

**CHEMELIL SUGAR COMPANY LIMITED**

**P.O. BOX 177 – 40107**

**MUHORONI**