



CHEMELIL SUGAR COMPANY LIMITED

JOB TITLE: ENGINEERING MANAGER – ELECTRICAL (1 post)

Reports to: Head of Factory

1. Job Purpose

The job holder is responsible for coordinating and managing the installation, maintenance and repair of electrical/ instruments systems within and outside the factory and ensures safe generation, distribution utilization and control of electrical power.

2. Key Responsibilities / Duties / Tasks

a. Managerial / Supervisory Responsibilities

- i. Ensure installation of all electrical systems within the Company in line with Institute of Electrical and Electronic Engineers (IEEE) standards.
- ii. Coordinate all repair and maintenance works on domestic and industrial electrical installations within Chemelil.

b. Operational Responsibilities / Tasks

- i. Carry out electrical equipment inspections and take necessary actions.
- ii. Coordinate the troubleshooting and the rectification of all electrical faults on motors, switchgears and other electrical appliances.
- iii. Executing both weekly and annual maintenance schedules for electrical equipment.
- iv. Coordinates the maintenance of overhead power systems within the Company premises.
- v. Coordinate the installation and maintenance of refrigeration and air conditioning systems.
- vi. Coordinate 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's degree in Electrical/Electronic Engineering.
- ii. Professional Qualifications / Membership to professional bodies (ERB, IEEE etc.)

b) Previous relevant work experience

- i. At least 5 years relevant experience and 3 years in managerial position.

c) Functional Skills: Behavioral Competencies/Attributes:

- i. Conversant with plant electrical systems.
- ii. ICT skills.
- iii. Organization and coordination skills.
- iv. Supervisory skills.

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/EME/2018**. Applications should be received not later than **7th December 2018**. Only shortlisted candidates will be contacted.

THE MANAGING DIRECTOR

CHEMELIL SUGAR COMPANY LIMITED

P.O. BOX 177 – 40107

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