



## **INTERNAL VACANCY ANNOUNCEMENT**

Embu Water and Sanitation Company LTD, a public water utility company fully owned by the County Government of Embu and with a mandate to provide water and sanitation services in Embu County is seeking to recruit self-driven individuals for the positions: - Job Group 6

**Technical Officers- Job Reference: Ewasco/Hr/2021(3) positions 2**

### **JOB PURPOSE**

To ensure distribution of quality, adequate and sustainable water to the customers in the company's mandated area of operation.

### **KEY RESPONSIBILITIES**

#### **Supervisory Responsibilities**

1. Supervise the Water Distribution staff.
2. Undertake adequate on the job training for new staff.
3. Undertake performance management activities for staff.

#### **Operational Responsibilities**

1. Ensure new customers' connection requirements are correctly assessed.
2. Ensure new connections and reconnections are done in a timely manner and maintain accurate records
3. Ensure new connection and reconnection records are updated in the billing system
4. Monitor the operation and maintain existing infrastructure including closing and opening of valves.
5. Monitor the water distribution lines to confirm functionality of the line and reduce on non-revenue water.
6. Ensure surveillance of transmission lines and maintain daily main line surveillance records
7. Prepare and maintain water rationing schedules in their area of operation
8. Ensure timely resolve of water distribution issues raised.
9. Undertake project implementation as required.
10. Prepare and submit reports as required.
11. Undertake continuous professional development to keep up with current industry trends.
12. Undertake any other duties as may be assigned.

### **Knowledge, Skills and Experience Required**

#### **Key Qualifications and Experience**

1. Bachelor's Degree in water Engineering or equivalent with two years relevant experience or
2. Diploma in Water Engineering (Water Supply) or equivalent with five years' experience in Water distribution.
3. Registered with a relevant Professional Body (where applicable)
4. Compliance Chapter Six of the Constitution

## **Key Skills**

1. Proficiency in IT with MS Office and Internet ability
2. Communication and interpersonal relations
3. Analytical Skills.
4. Customer focus
5. Problem solving

## **Attributes**

1. Team work
2. High level of Integrity
3. Professionalism
4. innovation
5. Time management
6. Ability to work with minimum supervision

## **APPLICATION INSTRUCTIONS**

Application packages in sealed envelopes which include a Cover Letter, updated CV and certified copies of certificates and testimonials should be delivered to: -

**The Managing Director  
Embu Water and Sanitation Company LTD  
EWASCO House, Off Meru-Embu Road  
P.O. Box 2142, 60100  
EMBU**

### **Note:**

- The positions are open **ONLY** to internal candidates already working in EWASCO on contracts, casuals and those whose contracts have expired in the last 1 month.
- The Vacancy number should be clearly marked on the left top corner of the outer envelope of the application package
- Copies of all certificates should be **CERTIFIED** by the Issuing Institutions
- Only shortlisted candidates will be contacted
- Canvassing in any way will lead to automatic disqualification

**CLOSING DATE: 13<sup>th</sup> August 2021, 17:00 Hours**