



KIRINYAGA COUNTY WATER & SANITATION PLC

P.O BOX 360-10300, KERUGOYA

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JOB ADVERTISEMENT

Kirinyaga County Water and Sanitation Public Limited Company (KICOWASCO), is a Water Service Provider wholly owned by the County Government of Kirinyaga. It is mandated to provide cost effective and affordable quality water and sanitation services to the residents of Kirinyaga County. The company is seeking to recruit self-driven individuals for the positions of;

1. PRODUCTION SUPERINTENDENT – REF: KICOWASCO – PS/1/1/24

JOB TITLE	Production Superintendent
GRADE	KICO03
DEPARTMENT	Technical Service Department
REPORTS TO	Technical Services Manager
TERMS OF EMPLOYMENT	The appointment will be for a contract term of 1 YEARS renewable subject to satisfactory performance.

Job Purpose

Responsible for the water production, water treatment, maintenance of water treatment plants, monitoring and ensuring water supplied to customers meets the required drinking water quality standards.

Key Responsibilities/ Duties/Tasks

Reporting to the Technical Services Manager, the Production Superintendent will be responsible for;

- i. Maintain water treatment chemical inventories and ensure all chemicals are ordered and delivered on time.
- ii. Daily Monitoring on company's production and performance of treatment plants and maintaining production records.
- iii. Ensure timely maintenance of intakes, raw water mains, treatment plants and storage tanks.
- iv. Prompt monitoring on quality of raw and treated water and advice on chemical usage.
- v. Monitoring water quality at consumer points and maintaining monitoring records.
- vi. Determine the required chemical dosage levels for water treatment as per the standards
- vii. Draft water quality policies as per WASREB requirements.
- viii. Developing water monitoring schedules annually as per WASREB guidelines
- ix. Developing treatment machineries maintenance schedules
- x. Monitoring sewerage effluent quality by ensuring it meets NEMA standards.
- xi. Perform any other lawful duties relevant to this role as may be assigned from time to time.

Academic/Professional Qualification

- i. Bachelor of science in laboratory science/ analytical chemistry/laboratory technology or equivalent from a recognized university.
- ii. At least Five (5) years of experience in water production in public services or any other related field.
- iii. Excellent planning and organizational skills
- iv. Strong analytical and excellent communication skills
- v. Good interpersonal relations skills
- vi. Strong leadership and problem-solving skills

2. DRIVER – REF: KICOWASCO - DR/1/1/24

Job Title	Driver
Grade	KICO06
Department	Human Resource & Administration Department
Reports to	Human Resource & Administration Officer
TERMS OF EMPLOYMENT	The appointment will be for a contract term of 1 YEARS renewable subject to satisfactory performance.

Job Purpose

The Driver is responsible for proper and safe handling of the company motor vehicles, conveying employees and goods in a timely manner, conducting routine and daily checks, and reporting faults found in motor vehicles to ensure service and repairs are done in a timely manner to avoid breakdown.

Key Responsibilities/ Duties/Tasks

Reporting to the Human Resource and Administration Officer, the Driver will be responsible for;

- i. Maintain daily log of official trips and fuel consumption.
- ii. Maintain cleaning of the vehicle on daily basis.
- iii. Transporting of staff, materials and equipment as per instructions and ensuring their safety.
- iv. Ensure the work tickets is fully signed by respective persons before departure for every trip
- v. Routine checks and maintenance of vehicles
- vi. Keeping the first aid box in good order according to standards
- vii. Responsible for security of vehicle on or off the road
- viii. Ensure that the vehicle is regularly serviced.
- ix. Ensure that the vehicle has the necessary approval and meets all legal requirement for all its operations.
- x. Ensure observance of traffic rules as per Traffic Act 2016.
- xi. Follow the Company accident reporting Procedure in the event of an accident as stated in the Transport policy.
- xii. Detecting and reporting any malfunctioning of the vehicle in writing to the transport officer.
- xiii. Perform any other lawful duties relevant to this role as may be assigned from time to time.

Academic/Professional Qualification

- i. KSCE mean grade D or higher

- ii. Over 8 years' driving experience on public/ commercial vehicles.
- iii. Valid driving license
- iv. Good communication skills
- v. High personal standards - Cleaning & neatness

3. ZONAL PLUMBERS /METER READERS – REF: KICOWASCOZP/MR/12/1/24

JOB TITLE	Zonal Plumbers /Meter Readers
GRADE	KICO06
DEPARTMENT	Distribution & Sales Department
REPORTS TO	Scheme Management Officer
TERMS OF EMPLOYMENT	The appointment will be for a contract term of 1 YEARS renewable subject to satisfactory performance.

Job Purpose

To carry out regular maintenance and repairs to the water distribution network and carry out meter reading as scheduled.

Key Duties and Responsibilities:

Reporting to the Scheme Management Officer/Deputy Management Officer the Zonal Plumber/ Meter Reader will be responsible for;

- i. Ensure that excavation of trenches for repair and installation of new water pipelines are as per approved standards and done in line with policies and procedures
- ii. Laying and aligning pipes during installation or change of old lines.
- iii. Carry out maintenance of the gravity line including servicing of air and score valve, repair on water bursts and leaks.
- iv. Carry out plumbing works within the treatment works, raw water pipelines, distribution systems.
- v. Timely maintenance of water supply pipelines and their appurtenance.
- vi. Carry out installations of new water connections and pipe extensions.
- vii. Address to all customer complaints on timely manner and advise them accordingly.
- viii. Patrolling lines to detect leaks and bursts and carrying out repairs of leaks and bursts on the pipe networks to ensure minimal water losses
- ix. Carry systematic meter reading as scheduled in duty roster, and ensure the readings made are accurate.
- x. Inspect and report illegal connections to the Scheme Management Officer for appropriate action.
- xi. Inspect, service and report any faulty meters to the Deputy Scheme Management Officer for appropriate action.
- xii. Accurately enter all pertinent customer details in the meter reading system.
- xiii. Disconnection and reconnection of water supply to customers.
- xiv. In charge of working tools.
- xv. Perform any other lawful duties relevant to this role as may be assigned from time to time

Academic/Professional Qualification

- i. Grade test in water, Certificate in plumbing or equivalent from a recognized institution.

- ii. Ability to maintain good working relation/ship with staff members of other agencies and the general public.
- iii. One (1) year relevant work experience.
- iv. Previous work experience in Water Service Provider will be an added advantage.

4.GENERAL LABOURER – REF: GENLAB/1/8/24

JOB TITLE	General Labourers
DEPARTMENT	All
REPORTS TO	Assigned Supervisor
TERMS OF EMPLOYMENT	The appointment will be for a contract term of 3 Months Contract.

Key duties include;

- i. Excavation of trenches as per approved standard and done in line with policies and procedures.
- ii. Loading and offloading of materials.
- iii. Laying and aligning pipes during installation or changes of old lines
- iv. Maintain high standard of hygiene in the compound as required
- v. Carry out desilting of pipes in treatment works and intakes.
- vi. Report illegal connections to the Scheme Management Officer for appropriate action.
- vii. Report any faulty meters to the Deputy Scheme Management Officer for appropriate action.
- viii. Perform any other manual work assigned from time to time.

Academic Requirements/Skills & Ability:

Reporting to the assigned Supervisor, the casual will be responsible for;

- i. Must be a Kenyan Citizen and a resident of the locality with good geographical knowledge of the area.
- ii. KCSE Certificate
- iii. Knowledge in Masonry will be an added advantage
- iv. Must be a team player with ability to follow instructions
- v. Diving experience will be an added advantage.
- vi. Relevant experience of at least one (1) year in General Laboring
- vii. Must have physical strength and stamina to perform manual duties

APPLICATION INSTRUCTIONS

Application packages in sealed envelopes, to include a cover letter, CV and copies of certificates and testimonials including the current and expected salary should be sent by post or courier to:

**The Managing Director
Kirinyaga Water and Sanitation PLC
P.O. Box 360-10300
KERUGOYA, KENYA**

Or

Applications to be send to info@kiriwasco.co.ke or Managingdirector@kiriwasco.co.ke.
On or before 17:00 hrs. on 26th March 2024 with the Job Reference on the top of the envelop or as the email subject.

Note: For position 1,2 and 3;

i. Shortlisted candidates MUST satisfy the requirements of chapter six of the Constitution of Kenya on Leadership and integrity and will be required to provide the following valid documents in the day of the interview:

- a. Current certificate of good conduct from Directorate of Criminal Investigation Department (DCI)*
- b. Current Tax compliance certificate from Kenya Revenue Authority (KRA)*
- c. A clean and current report from an approved credit reference Bureau (CRB).*
- d. Clearance from the Ethics and Anti-Corruption Commission (EACC).*
- e. Clearance Certificate from Higher Education Loans Board (HELB).*

ii. The Vacancy number should be clearly marked on the left top corner of the outer envelope of the application package

iii. Only shortlisted candidates will be contacted

iv. Canvassing in any way will lead to automatic disqualification

Kirinyaga County Water and Sanitation PLC is an equal opportunity employer. Only shortlisted candidates will be contacted.