



TANA WATER WORKS DEVELOPMENT AGENCY

JOB VACANCY

Tana Water Works Development Agency (TWWDA) was established as a State Corporation under the Water Act 2016, as one of the institutions in the reformed water sector under the Ministry of Water, Sanitation and Irrigation. TWWDA is one of the Nine (9) Water Works Development Agencies within the Country. TWWDA covers five (5) counties of Nyeri, Kirinyaga, Embu, Tharaka-Nithi and Meru. The Agency mandate is to undertake the development, maintenance and management of the National Public Water Works within its area of geographical jurisdiction.

It is in line with this need to realize the above mandate that TWWDA Board is seeking to recruit a suitable and qualified person to fill the following position whose holder will be based at TWWDA's Headquarters.

1. Chief Manager, Technical Services –TWWDA Grade 2 - TWWDA/CMTS/07/2020 **Terms of Service: Contractual**

a) Job Purpose

The Chief Manager, Technical Services will be responsible for coordinating, overseeing, executing and assisting in all matters related to technical planning, design and implementation of water and sanitation infrastructure, asset management, liaison and capacity development to county governments on request so as to ensure access to safe, clean water to all stakeholders in the Agency Area of jurisdiction.

b) Key duties and responsibilities entail;

- i. Planning and coordinating all matters relating to technical planning, design and implementation of water works;
- ii. Ensuring technical designs, construction and other operational regulatory standards are adhered to and maintained;
- iii. Organizing and coordinating the design and development of appropriate and cost effective models for water intakes, treatment, transmission, storage and distribution;
- iv. Ensuring effective project management in the Agency's infrastructure development commitments;
- v. Ensuring adequate controls that support the Agency's technical and operational efficiency and compliance;



- vi. Ensuring continuous availability and operational capacity of the Agency's technical infrastructure including real-time, virtual and secure availability of monitoring systems, processes and information flow;
- vii. Ensuring continual improvements in quality and value of services and products provided by the Technical Services Department;
- viii. Formulating and implementing sound technical policies, strategies and systems;
- ix. Ensuring effective planning and effective implementation of the department's approved work plans and budget;
- x. Anticipating technological and other important developments and/or potential disasters and recommending relevant policies for approval by the Chief Executive Officer/Board;
- xi. Overseeing operation of Water and Sanitation infrastructure and providing water services as a Water Service Provider as mandated by Section 68 (b) of the Water Act 2016;
- xii. Providing reserve capacity for purposes of providing water services as per section 68 (c) of the Water Act 2016;
- xiii. Providing Technical Services and Capacity Building to County governments and Water Service Providers as may be requested;
- xiv. Liaising with the County Governments and Water Service Providers;
- xv. Conducting risk assessment and ensuring mitigation measures are put in place;
- xvi. Coordinating and managing stakeholders' forum; and
- xvii. Support the CEO in Providing technical support to the Cabinet Secretary in the discharge of his or her functions under the Constitution and the Water Act 2016.

c) Person specification

For appointment to this position, an officer must have:-

- i. At least twelve (12) years' work experience
- ii. Bachelor's degree in Civil or Water Engineering or a related field
- iii. Master's degree in Civil or Water Engineering or a related field
- iv. Registered Engineer
- v. Professional qualification and membership
- vi. Management course from a recognized institution
- vii. Leadership course from a recognized institution
- viii. Proficiency in computer applications
- ix. Meets the requirements of Chapter six of the constitution





d) Competencies and skills

- i. Report writing skills
- ii. Good interpersonal skills
- iii. Good communication skills
- iv. Analytical skills
- v. Leadership skills

Application Procedure

The appointment for this position is for a contractual period of five (5) years renewable once subject to satisfactory work performance and delivery of the set performance targets. Qualified and interested candidates should submit their applications in hard copy quoting the job title on both the envelope and the cover letter. Attach detailed and up to date curriculum vitae, telephone contacts, current salary and three referees together with copies of academic certificates, professional certificates and testimonials.

Additional Requirements

Candidates shortlisted for interviews for the above positions will be required to submit the following:-

1. Tax Compliance Certificate from Kenya Revenue Authority (KRA)
2. Clearance Certificate from Higher Education Loans Board (HELB)
3. Certificate of Good Conduct from the Directorate of Criminal Investigation (DCI)
4. Clearance from the Ethics and Anti-Corruption Commission (EACC)
5. Clearance from Credit Reference Bureau (CRB)

Sealed envelope can be hand delivered to TWWDA Human Resource Office or sent to email address ceo@tanawwda.go.ke or sent by a registered mail to the following address:

**CHIEF EXECUTIVE OFFICER
TANA WATER WORKS DEVELOPMENT AGENCY
MAJI HOUS, BADEN POWELL ROAD
P.O. BOX 1292 - 10100
NYERI**

so as to reach him **not later than 13th January, 2021 at 5.00PM**

Only shortlisted candidates will be contacted.

TWWDA is an Equal Opportunity Employer.

PWDs, Marginalized, Youth and Women are encouraged to apply.

Canvassing in any form will lead to automatic disqualification of the candidate.

