

Designation: Superintendent: Projects.

Job Group: Fabian 05.

Department: Technical Services.

1) Group Remuneration: -

1. Basic Salary: 120,000 × 4,200 - 124,200 × 4,347 - 128,547 × 4,499 - 133,046 × 4,657 - 137,703
2. Housing Allowance: 18,000 × 630 - 18,630 × 652 - 19,282 × 675 - 19,957 × 698 - 20,655
3. Commuter Allowance: 12,000 × 420 - 12,420 × 435 - 12,855 × 450 - 13,305 × 466 - 13,770

2) Minimum Requirements: -

1. Holders of a Kenya National Identity Card.
2. A valid Certificate of Good Conduct from the Kenya National Police Service.
3. A valid Clearance Certificate from the Ethics and Anti-corruption Commission.

3) Specific Requirements: -

1. Bachelors degree in Engineering.
2. Registered Professional Engineer with the Engineers Board of Kenya (EBK).
3. Corporate Member of the Institution of Engineers of Kenya (IEK).
4. Senior management course lasting not less than 4 weeks.
5. Proficiency in the use of Microsoft Windows, Microsoft Office and AutoCAD Architecture, Engineering & Construction (AEC) Collection.
6. Eight (8) years continuous work experience in undertaking engineering project management (i.e., design, construction supervision, and contract management) for projects in the oil and gas industry.

4) Job Description: -

1. Shall report to the Manager: Projects.
2. Shall undertake duties and responsibilities below in accordance with the company's policies and standard operating procedures: -
 - a) Middle-Level management of staff in the Project section under Job Groups Fabian 06 ~ Fabian 08, i.e.: - daily work allocation; annual staff appraisal; and handling staff time-off from work.
 - b) Middle-Level Project management. This shall include:- supervision of consultants and contractors; appraisal of engineering design & construction works; preparation of project reports; ensure that projects are delivered in accordance with set timelines and targets; supervise the installation of project site offices, and coordinate subsequent operations of these site offices, including ensuring that all regulatory licenses for all site offices are obtained and maintained.
 - c) Supervision & coordination of Internship, Apprenticeship and Continuous Professional Development (CPD) programs for the Projects section.