



## **Chief Engineer -Projects (Construction Management) – Grade KPC 4**

### **a) Job Specification**

- i. Cooperate and communicate effectively with Project Manager and other project stakeholders participants to provide assistance and technical support
- ii. Establish project schedule by studying project plan and specifications; calculating time requirements; sequencing project elements.
- iii. Maintain project schedule by monitoring progress, coordinating activities, and resolving emerging problems.
- iv. Maintain control of project plans through timely review of designs, specifications, and changes to project schedules and recommending actions.
- v. Prepares project status reports by collecting, analyzing, and summarizing information and trends and recommend corrective actions.
- vi. Co-ordinate the preparation of project reports by project Consultants and Contractors as necessary.
- vii. Evaluate the success of the project progress against the project benchmarks.
- viii. Maintain a record of best practices and lessons learnt to be applied to other projects, shared with Management and with other organizations as may be necessary.
- ix. Prepare Management and Board papers as necessary about progress, successes, difficulties and intervention measures required.
- x. Determines project responsibilities by identifying project phases and elements and assigning the necessary personnel to the phases and elements.
- xi. reviewing bids from contractors
- xii. Coordinate internal resources and third parties/vendors for the flawless execution of projects
- xiii. Use appropriate verification techniques to manage changes that may occur in project scope, schedule and costs.
- xiv. Manage the relationships between Contractors, Consultants, Employer and other parties to the contract.
- xv. Create and maintain comprehensive project documentation and record keeping system.
- xvi. Participate in the recruitment and selection of staff in order to ensure that the candidates selected have the required job competencies and are provided with orientation and induction Programme necessary for effective job performance.
- xvii. Review incidents of violations against organizational policy and regulations as well as handle employee disputes by taking appropriate action in line with approved policies, procedures and regulations.
- xviii. Conduct training needs assessment, design and implement training programmes aimed at equipping staff with appropriate job competencies to improve implementation of projects
- xix. Plan, monitor and evaluate the performance of staff against set targets and objectives and implement development action plans aimed at building the capacity of individuals and multi-disciplinary teams.

## **b) Person Specification**

- i. Bachelor of Science in Mechanical, Civil, Electrical Engineering or its recognized equivalent.
- ii. Minimum eight (8) years post qualification relevant experience three (3) of which should have been at Senior management level.
- iii. Management course lasting not less than four (4) weeks
- iv. Proficiency in Computer applications
- v. Registered and licensed with EBK as a professional Engineer.
- vi. Corporate membership to IEK
- vii. Demonstrated competence in work performance and results
- viii. Fulfils the requirements of Chapter Six of the Constitution of Kenya

## **c) Key Skills and Competencies**

- i. Comprehensive knowledge and understanding of engineering aspects in Oil/gas Industry including broad knowledge of local and international standards.
- ii. Strong well developed communication and interpersonal skills including ability to prepare relevant reports.
- iii. Flexibility and responsiveness in handling and determining engineering issues, sound analytical skills and the ability to identify with precision the critical factors of a problem in an impartial and objective way.
- iv. Ability to maintain professional status and keep abreast of evolving trends.
- v. Demonstrate technical expertise in risk management, quality assurance as well as monitoring and evaluation.
- vi. Ability to deliver KPC's articulated vision for change.
- vii. Ability to establish flexible multidisciplinary teams.
- viii. Ability to empower staff through coaching, mentoring and counselling.
- ix. Ability to handle an emergency response situation and team as well as handling safety oversight roles.

## **APPLICATION REQUIREMENTS**

Interested candidates are requested to visit the KPC website [www.kpc.co.ke](http://www.kpc.co.ke) under the Career Opportunities section where the Job Descriptions and Specifications as well as the User Manual containing instructions on how to apply for the positions have been posted.

All applications should be received not later than **7th January 2021**.

Candidates interested in positions in Grade KPC 2, 3 & 4 are expected to fulfil the requirements of Chapter Six of the Constitution of Kenya. In this regard, they must upload copies of the following;

- i. Certificate of Good Conduct from the Directorate of Criminal investigations (DCI)
- ii. Clearance Certificate from Higher Education Loans Board (HELB)
- iii. Tax Compliance Certificate from Kenya Revenue Authority (KRA)
- iv. Clearance from the Ethics & Anti-corruption Authority (EACC)
- v. Clearance from Credit Reference Bureau (CRB)

Kenya Pipeline Company is an equal opportunity employer committed to diversity and gender equality. Women and persons with disability are encouraged to apply.

Please note that only shortlisted candidates will be contacted. Any form of canvassing will lead to automatic disqualification.