

Assistant General Manager – Engineering, Stores and Services at Rose Avenue Group

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Location: Kenya

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Job Description

(adsbygoogle = window.adsbygoogle || []).push({}); Rose Avenue Consulting Group is a financial management, strategy and consulting firm that combines deep industry knowledge with specialized expertise in corporate finance, strategy and research. Together with our clients and partnering companies we address our client's most critical issues and challenges. RACG aims to provide a globally consistent set of multidisciplinary strategic, financial and advisory services. RACG offers services across five key areas: – Financial services – Strategic advisory services – Executive search – Real estate & Industries

SUMMARY

The main role is effective management of the engineering, maintenance, stores and services departments to ensure timeous, cost effective maintenance and development of the company's machinery, equipment, factories and irrigation infrastructure, in addition to the effective management of the company stores. To be the overall engineering, stores and services resource for the Company, providing technical input as required.

JOB PURPOSE and KEY RESPONSIBILITIES

Planning

Participate in the strategic decision-making process of Executive Management

Be the custodian of all Engineering operations

Develop improved courses of action

Plan all Engineering/Maintenance activities

Financial

Ensure effective management of the division budget.

All Monthly returns must be reviewed to ensure compliance with budget procedures at all times.

Administration

Prepare and finalize monthly reports.

Ensure administrative procedural policies are implemented and carried out.

Authorize staff annual leave, sick leave and other allowances.

Represent the company at different meetings/committees etc. where required

Secure Company assets

Maintenance/Engineering Projects

Ensure cost effective maintenance and repairs

Control quality of work

Ensure Avocado Packhouse Maintenance

Assume responsibility as the main Engineering resource in Macadamia Factory maintenance and Infrastructure development

Oversee existing and new Irrigation developments and operations

Oversee implementation of vehicle/tractor maintenance programs

Assume overall responsibility for applicable legislation

Safe guard water supply

Manage and control Consulting Engineers and or Contractors

Visit operations i.e. ensure that engineering, machinery and electricity issues are managed cost effectively and efficiently

Capital Projects

Plan machine requirements for product processing

Plan machine installations

Manage suppliers

Consult concerned parties

Manage purchase of machines/material

Prepare final plans for installations

Manage and oversee delivery and installation of machines/material

Commission projects

Human Resources

Ensure sound relations in the division

Ensure all Union matters are address appropriately.

Plan Utilization of Labour

Monitor staff activities on the estate

Maintain communication with estate staff

Manage training programs of subordinate estate staff

Maintain staff discipline

Measure subordinate staff performance

Carrying out Village improvement schemes and Village Environmental Committee (VEC) meetings

Research

Innovative application of Engineering research and development

Security

Oversee and monitor security within designated areas of the farm

Community Support & Projects

Promote and run community projects as agreed with the Corporate Affairs Manager

Maintain good community relations

Health, Safety & Environment

Continuously by ensuring compliance to all relevant safety procedures and legislation by all staff and labour on the estate.

Adhere and maintain Environmental & NEMA legislation & company policies

Carry out any other duty as may be assigned from time to time

REQUIREMENTS

Minimum of BSc. Engineering (Mechanical or Civil Engineering)

Minimum of 10 years' experience in; Engineering and Stores services, with at least 3 years in Senior Management role

Ideal candidate should have experience in Agricultural/Horticultural Engineering, Stores and Services operations.

All aspects of mechanical/electrical/irrigation/civil engineering

Setting up financial budgets, financial management and control

Report writing skills and excellent inter personal relationship skills

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