

Technical Officer Operation and Maintenance at Tavevo Water and Sewerage Company Limited

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Company: JobWebKenya

Location: Kenya

Category: production

Job Description

Tavevo Water and Sewerage Company Ltd, was incorporated on April 7, as a private company limited by shares to give it autonomy and enable it operate commercially. The major shareholders of the company were Municipal Council of Voi, County Council of Taita Taveta and Town Council of Taveta which now are the County of Taita Taveva. The company is one of the WSPs in the CWSB jurisdiction and has been contracted to provide water and sewerage services in Taita Taveta County under a Service Provision Agreement.

Ref: TVO/06//

DUTIES AND RESPONSIBILITIES

In liaison with the operations and maintenance manager water, Planning and design engineer, collect, record, assess reports of pipes, water tanks, washouts and valves for leaks, bursts, no water and illegal connections, prepare annual operation and maintenance work plan to include but not limited to scheduled maintenance activities, material, equipment and personnel requirements, cost estimates and timelines and submit report to your supervisor for approval.

Undertake annual operation and maintenance work as per approved annual operation and maintenance work plan.

Promptly undertake daily collection, recording, assessing reports of pipes, water tanks, washouts and valves for leaks, bursts, no water and illegal connections, prepare work plan,

assign work to and supervise pipefitters.

Promptly undertake daily collection, reviewing, update, recommend and submit requisition to Managing Director through branch manager or operation & maintenance manager(s), planning and design engineer or technical manager for approval.

Promptly collect, assess, review, approve and or recommend otherwise new customer connections advice applicant and or submit report to commercial officer.

Assign, instruct and supervise pipefitters to undertake new water or waste water connection work record and submit report to commercial officer.

Plan, coordinate, assign and supervise pipefitters to undertake routine and prompt ad-hoc testing, servicing and repair of water meters' record, compile, maintain and submit report to operation & maintenance manager water.

Assign and supervise pipefitters to promptly undertake approved connection and disconnection of water meters' compile and submit report.

Assign and supervise pipefitters to undertake daily, ad-hoc, routine operation and reporting of rationing and control valves as per approved rationing programme record and submit report.

Assign, supervise, pipefitters to undertake routine or ad-hoc inspection, repairs, maintenance and reporting of bulk water meters, water tanks, pipes, washout and valves for leaks, bursts and no water collect data, compile and submit report.

Ensure, operationalize and observe approved occupational safety and healthy rules and guidelines reporting any breach to head of human resource department through human resource officer.

Continuously collect reports from artisans, prepare and submit monthly, quarterly and annual reports in a prescribed standard format on:

Leaks and burst reporting and repairs for pipes, washouts and valves and material used.

No water and illegal connections reported, resolved and dismantled and material used.

New customer connection requested, connected and material used.

Water storage tanks and valve chambers issues reported, resolved and material used.

Meter testing, servicing, repair and materials used

Water meter connection and disconnection and material used.

QUALIFICATION

Be a holder of Diploma in Water Engineering or its equivalent qualification from a recognized institution.

At least three years relevant work experience

Membership to the Engineers Board of Kenya will be an added advantage

Proficiency in Computer skills

Good interpersonal skill to work with a team

Good communication, organization and time management skills

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