

## EXCITING CAREER OPPORTUNITIES

### **1. POSITION: Drivers (Ref: MWSSC/HR/Transport - 001/2020)**

**Job Grade** : 7  
**Division** : Human Resource & Administration  
**Reporting to** : Transport Officer

**Terms of Employment:** Contract with option of extension subject to satisfactory performance

#### **Job Description -**

1. Drive the allocated Company motor vehicle as authorized.
2. Carrying out routine checks on the allocated motor vehicle's cooling, oil, electrical and brake systems, tyre pressure, etc.
3. Detecting and reporting malfunctioning of the motor vehicle's systems.
4. Maintenance of work tickets for motor vehicles assigned.
5. Ensure security and safety of the assigned motor vehicle on and off the road.
6. Ensuring security and safety of the passengers and/or goods in the motor vehicle.
7. Maintaining cleanliness of the assigned motor vehicle.
8. The Company's Management may assign performing other duties as and when required.

#### **Education, Professional qualifications and Work Experience**

1. Kenya Certificate of Secondary Education (KCSE).
2. Be in possession of a valid driving license from the National Transport and Safety Authority (NTSA) free from any current endorsement(s) for the class(es) of vehicles an officer is require to drive.
3. Attended a First Aid Certificate Course lasting not less than one (1) week as St. John's Ambulance or the Kenya Institute of Highways and Building Technology (KIHBT), or any other recognized institution.
4. Passed suitability test for driver grade III.
5. Passed practical test for drivers conducted by the Company.
6. At least two (2) years driving experience.

#### **Core Competencies/Skills**

- Strong interpersonal skills.
- Strong communication skills in either English and/or Kiswahili.
- Must have excellent understanding of motor vehicle mechanics
- Be a team player and uphold integrity.

**2. POSITION: Loaders (Ref: MWSSC/HR/Transport - 002/2020)**

**Job Grade : 8**  
**Division : Human Resource & Administration**  
**Reporting to : Transport Officer**

**Terms of Employment: Contract with option of extension subject to satisfactory performance**

**Job Description -**

1. Ensure goods, water and/or sewer is safely loaded into the Company's motor vehicle, water bowser (tanker) or sewerage exhauster.
2. Offload goods, water and/or sewer received in the Company's motor vehicle, water bowser (tanker) or sewerage exhauster is safely transferred to the designated area.
3. Liaise with the allocated driver and/or supervisor to ensure that all tasks are completed as scheduled.
4. Ensure that all cargo is handle with outmost care in compliance with Health, Safety & Environment (HSE regulations and requirements).
5. Ensure that they are accountable for any damages during loading.
6. Support the implementation of the departmental risk mitigation measures.

**Educational, Professional qualifications and work Experience**

- Kenya Certificate of Primary Education (KCPE).
- Good communication skills
- Working experience in a similar role will be an added advantage
- Must be physically fit
- Should be a team player
- Should be a person of high integrity and impeccable character

**Application Procedures and Deadline**

Candidates, who meet the above specifications and have the drive to be part of a highly motivated work team, should submit their applications, an updated CV, certificates and testimonials including a reliable telephone and e-mail contact of self and at least **three (3) referees**, so as to reach us on or before **Tuesday, 14<sup>th</sup> July 2020** addressed to:

**The Managing Director,  
Mombasa Water Supply & Sanitation Co. Ltd,  
P.O Box 1100-80100,  
MOMBASA.**

**E-mail Address: [info@mombasawater.co.ke](mailto:info@mombasawater.co.ke)**

*MOWASSCO is an equal opportunity employer and women and people with disabilities are particularly encouraged to apply. Those who will not have heard from us by 31<sup>st</sup> July 2020 should consider themselves unsuccessful.*