

Vacancy Announcement

The Kenya Association of Manufacturers – the representative organization for manufacturing Value - add Industries in Kenya is seeking to competitively fill the following position:-

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| Category: | Project Management |
| Designation: | Manager – Centre for Energy Efficiency and Conservation |
| Reporting to: | Head of KAM Consulting |
| Department: | KAM Consulting |
| Section: | Energy Services |
| Contract Type: | 2 Years Contract Subject to Funding and Individual Performance |
| Location: | KAM Headquarters Nairobi |

Job Purpose: This position is responsible for the overall coordination of the Centre for energy efficiency and conservation at KAM with the aim of ensuring its success, sustainability and delivery of profitable energy services

Key Objectives

- Proper coordination of activities
- Growth of quality products and services
- Efficient reporting on CEEC performance and its related activities
- Ensuring CEEC contributes to KAM overall sustainability

Duties and Responsibilities

Specific duties and responsibilities will include, but not limited to offering strategic leadership and execution to the function and growth by ensuring that:-

- Coordinating various studies, audits and trainings conducted at CEEC by developing ToRs, recommending the consultants selection and reviewing the consultants reports for approval by the Head of KAM Consulting;
- Ensuring the implementation of activities emanating from the yearly CEEC work plan;
- Promote numerous donor projects housed at CEEC within industry and nationally;
- Ensure delivery of quality energy audits by contracted auditors;
- Provide guidance to direct reports and review their work plans and performance;
- Fundraising for energy efficiency activities and manage linkages with key stakeholders / donors so as to ensure sustainability of the CEEC;
- Liaise with relevant government, donor / lending agencies and private sector organizations to maintain interest on energy efficiency activities;
- Prepare all necessary documentation and progress reports for CEEC as necessary or as required by the immediate supervisor;
- Any other duties as may be allocated by your immediate supervisor and/or the CEO

Person specifications.

- i. Bachelor's degree in either in energy, Environmental studies /science, Business management or other related field;
- ii. Master's degree in business related discipline
- iii. Technical experience in energy matters is an added advantage;
- iv. Excellent experience in project management preferred as an added advantage;
- v. Over (10) years of experience in project /energy management in a similar busy work environment;
- vi. Excellent interpersonal and people management skills;

Interested and qualifying candidates may complete application form on below link:
<https://docs.google.com/a/kam.co.ke/forms/d/1vyzXd->

pHh8PTn1GGVyRVjGwT8uNu0KSfvrMrVIC6qNI/edit and share their CV only to; **Email:** hr@kam.co.ke. If you don't hear from us in two (2) weeks' time after closure date kindly consider your application not successful.

Closing date: 14th May, 2018 Only shortlisted candidates shall be contacted.