



## **PET SUB SECTOR INTERNSHIP VACANCY**

### **Introduction**

The Kenya Association of Manufacturers (KAM) PET sub sector was formed in October 2017. The sub sector incorporates KAM members involved in PET businesses and industries drawing its membership from converters, bottlers, users and recyclers of PET.

KAM PET sub sector is expected to develop and implement programmes and activities within the following themes:

- I. Take Back and Extended Producer Responsibility schemes for PET Bottles establishment
- II. Clean-up activities on PET waste bottles
- III. Anti-littering awareness campaigns
- IV. Research to support the areas listed above

The KAM PET subsector wishes to recruit an intern to support the subsector initiatives. The specific terms of reference and person specifications for the position are as follows;

**Designation:** PET Subsector Intern  
**Reporting to:** Sectors Officer -PET  
**Contract Type:** Six Months  
**Location:** KAM Head Office in Nairobi.

### **Duties and Responsibilities:**

The intern shall be involved in carrying out the following tasks;

1. Assist in PET sub sector membership recruitment and retention within Nairobi as well as the KAM Chapters;
2. Support with effective account management of PET sub sector members;
3. Identification and mobilization of stakeholders for partnerships towards effective PET waste management programmes
4. Support in resources mobilization towards implementing PET sub sector activities
5. Support in planning and execution of PET sub sector activities including but not limited to county clean-up activities, awareness raising and stakeholder forums
6. Participation in PET sub sector related programme development/ event planning meetings and workshops

7. Support to monitoring and evaluation of the execution of PET sub sectors activities
8. Providing secretarial duties at PET sub sector meetings

**Qualifications:**

1. Bachelor's degree in a relevant field, background in Environmental science an added advantage;
2. Excellent project management and administrative skills;
3. Strong fundraising skills, results focused and innovative personality;
4. Good experience in event management and client support;
5. Ability to effectively mobilize diverse stakeholders and coordinate them towards common goals;

**Personal attributes:**

1. Excellent relationship management and networking skills
2. Excellent marketing and presentation skills
3. Excellent verbal and written communication skills
4. Effective organizational skills and ability to multitask
5. Team player and enthusiastic.
6. Keen attention to detail

**How to Apply:**

Qualifying and interested candidates should complete the online application form on KAM website and submit their **CV only** to [hr@kam.co.ke](mailto:hr@kam.co.ke) indicating the word **"PET INTERN"** on the subject line of the email to reach us **not later than July 20, 2018**.

Click on Link to apply [here](#):

**Only shortlisted candidates shall be contacted.**