

CAREER OPPORTUNITIES

INTRODUCTION

The Kenya Electricity Transmission Company Limited (KETRACO) is a 100% state-owned corporation incorporated on 2nd December, 2008 under the Company's Act, Cap 486 as a State Corporation pursuant to the Sessional Paper No. 4 of 2004 on Energy. The Mandate of the Company is to plan, design, construct, own, operate and maintain high voltage electricity transmission grid and regional power interconnectors.

KETRACO's Vision is to provide a Stable Power Grid that will Transform Lives in the Region and Beyond. The Mission of the Company is to provide a stable electricity grid and facilitate power trade for sustainable socio-economic development.

The Company invites applications from suitable individuals to fill the following positions: -

SENIOR MANAGER, TRANSMISSION SYSTEM PLANNING – (KET 3) (1 POSITION) REF: KETRACO/5/1C/40/213/VOL II -B (02/2025) ON 5 YEAR CONTRACT RENEWABLE SUBJECT TO PERFORMANCE

Reporting to the General Manager, Project Development Services

Job Purpose

This job is responsible for providing technical leadership and guidance in development and implementation of strategies in system studies, transmission planning, project development and monitoring & evaluation to ensure development of a robust, reliable, efficient and cost-effective power transmission system.

Key Responsibilities;

- i). Providing leadership to staff in the Department;
- ii). Providing technical leadership in the development and implementation of strategies in system studies, transmission planning, project development
- iii). Guiding power system studies, transmission planning, project development and monitoring & evaluation strategies pertaining to development of the transmission network;
- iv). Overseeing quality and timeliness of developed detailed power system studies and network analysis to ensure secure and reliable national grid;
- v). Ensuring quality control of pre-feasibility, feasibility and updated feasibility studies to optimize on project viability ranking, selection and subsequent project concept notes;

- vi). Ensuring quality control of power system modelling, system studies, project preparation and monitoring and evaluation processes;
- vii). Approving proposals for transmission line studies (preconstruction activities) including preliminary route selection, environment loadings and feasibility level estimates, recommendation of conductors and structural types, conceptual design criteria;
- viii). Recommending for improvement and deployment of planning tools, skills and knowledge requirements of the Department and prepares capacity development proposals;
- ix). Coordinating with other Departments to achieve Directorate's goals;
- x). Guiding on the supervision of consultants in power system studies, feasibility studies, project preparation, conceptual design, monitoring and evaluation;
- xi). Developing and implementing strategies in transmission system planning for achievement of Departmental objectives;
- xii). Formulating Departmental Risk Matrix and developing mitigation measures in transmission system planning;
- xiii). Overseeing the implementation of quality assurance within the Department;
- xiv). Guiding the Department's research, innovation and communication of findings;
- xv). Overseeing the implementation of corporate strategies within the Department;
- xvi). Coordinating review of energy sector planning documents within the Department;
- xvii). Facilitating procurement of consultants for transmission system planning, and monitoring and evaluation of completed transmission projects;
- xviii). Overseeing collection of baseline data, implementation data, post-construction data, analysing and reporting on key outputs, outcomes and impact indicators;
- xix). Leading preparation of technical guidelines on transmission system planning for design and construction of transmission infrastructure by application of sound engineering principles;
- xx). Guiding in financier missions on preparation of project appraisal documents for new projects to facilitate finalisation of project finance.
- xxi). Reviewing and recommending project monitoring and evaluation reports for submission to project financiers and management;
- xxii). Reviewing and approving technical specifications of transmission infrastructure in the prepared bidding and contract documents for the development of power transmission grid and regional interconnectors.
- xxiii). Reviewing and approving the technical report on suitability of substation land scoping for planned projects;
- xxiv). Reviewing and approving conceptual/preliminary civil and electrical designs, drawings and cost estimates of transmission lines and substations projects;
- xxv). Reviewing and approving project monitoring & evaluation methodologies and data in line with project regulations on reports and established Development Finance Institutions (DFIs) and the Company M&E policy;
- xxvi). Reviewing and approving project, monitoring, evaluation, accountability and learning reports for submission to Management and Financiers and the use of data for program improvement;

- xxvii). Reviewing and approving results framework on a quarterly basis as needed and decisions for revisions by project leadership based on prevailing conditions;
- xxviii). Providing technical advice during resource mobilization to the National Treasury and Planning, Development Finance Institutions (DFIs) and Public- Private Partnership;
- xxix). Participating in development of transmission tariffs and wheeling charges in line with regulatory guidelines and frameworks;
- xxx). Preparing periodic transmission system planning papers for submission to Management;
- xxxi). Reviewing and recommending technical report of the Company Transmission Master Plan (TMP) to inform the capital expenditure requirements, timelines and sequencing of power transmission infrastructure;
- xxxii). Reviewing and recommending project concept notes and proposals for Public Private Partnership (PPP), Privately Initiated Investment Projects (PIIP) and development financed projects;
- xxxiii). Reviewing and approving payment certificates for consultancy works in the Department;
- xxxiv). Approving Standard Operating Procedures for power system studies, transmission planning, project development and monitoring & evaluation;
- xxxv). Reviewing and recommending for approval Departmental budget, procurement plan and work plans;
- xxxvi). Coordinating review of terms of reference and draft bid documents for the transmission planning consultants and contractors and submission to financiers for approval and no objection;
- xxxvii). Guiding and coaching managers in work performance and professional development;
- xxxviii). Preparing Departmental annual budget, procurement plan and work plan;
- xxxix). Ensuring management of the resources allocated to the Department;
- xl). Ensuring achievement of the Department's performance targets.

Qualifications & Skills required

- i). Must have master's Degree in a relevant field
- ii). Bachelor's degree in Civil or Electrical Engineering;
- iii). Registered Professional Engineer with Engineers Board of Kenya (EBK), with a valid practising license;
- iv). Must be a Corporate Member of the Institution of Engineers of Kenya (IEK);
- v). Undertaken a leadership development programme/training lasting not less than 4 (four) weeks from a recognized institution;
- vi). Must have not less than (10) years relevant work experience, with at least six (6) years at Senior management level.

Working condition - Office setting and field visits

MANDATORY REQUIREMENTS FOR ALL POSITIONS

Applicants MUST provide the following documents on application:-

- i). A Signed application letter;

- ii). A detailed Curriculum Vitae indicating current and previous employers, positions held, level of education, current and expected salary, notice period required to take up appointment and names of at least three professional referees;
- iii). Copies of academic and professional certificates; and
- iv). Copy of National Identification Card or Passport.

Important Information to note:

- i). Candidates should provide all the details requested for in the advertisement. It is an offence to include incorrect information in the application;
- ii). Only shortlisted and successful candidates will be contacted;
- iii). Canvassing in any form will lead to automatic disqualification;
- iv). Shortlisted candidates shall be required to produce originals of their National Identity Card, academic and professional certificates during interviews; and
- v). It is a criminal offence to present fake certificates/documents.

Only Successful candidates will be expected to present the following Chapter Six Clearance Certificates : -

- a) Valid Certificate of Good Conduct from the Directorate of Criminal Investigations;
- b) Valid Clearance Certificate from Higher Education Loans Board (HELB);
- c) Valid Tax Compliance Certificate from Kenya Revenue Authority (KRA);
- d) Current Clearance from the Ethics and Anti-Corruption Commission (EACC); and
- e) Current Report from an approved Credit Reference Bureau (CRB).

The Company is an Equal Opportunity Employer and is committed to implementing the provisions of the Constitution – Chapter 232 (1) on fair competition and merit, representation of Kenya's diverse communities and affording equal employment opportunities to men and women, members of all ethnic groups and persons with disabilities. **THEREFORE, PEOPLE WITH DISABILITIES, THE MARGINALIZED, THE MINORITIES AND FEMALE CANDIDATES ARE ESPECIALLY ENCOURAGED TO APPLY.** Applications without the relevant qualifications, copies of documents/details as sought for will not be considered. Any form of canvassing and giving false information shall lead to automatic disqualification. ***Only shortlisted candidates shall be contacted.***

Interested candidates fulfilling the required qualifications should submit their application clearly indicating the position applied for and vacancy Reference No. as the subject heading via the **joblink** posted on KETRACO website. Hard copies shall not be considered.

NOTE: These positions are open to **KENYAN Citizens ONLY.**

The successful candidates for the positions will be offered competitive remuneration package in accordance with the Company guidelines. Candidates who meet the above requirements should submit their applications by **17th March 2025 at 5.00pm** so as to reach:-

The Managing Director,
Kenya Electricity Transmission Company Limited,
KAWI COMPLEX, 4th Floor,
Popo Road, South C, along Red Cross Road,
P.O. Box 34942 – 00100,
NAIROBI.