KETRACO
Kenya Electricity Transmission Company Limited
"Stable Power Grid - Mfumo Thabiti wa Umeme"

ASSISTANT MANAGER, SYSTEM STUDIES (KET 4) ONE (1) POSITION REF: KETRACO/5/1C/40/244/VOL I - B (11/2026) ON PERMANENT AND PENSIONABLE

Reporting to **Manager, Transmission System Planning.**

Job Purpose

This job is responsible for all system studies necessary for system reinforcement, power evacuation and electricity access projects aimed at the development of a robust, reliable, efficient and cost-effective power transmission system.

Key Responsibilities

i). Leading project teams in modelling of national and regional power systems and system studies;
ii). Overseeing adherence to timelines, quality targets and costs of power system modelling and system studies;
iii). Overseeing the supervision of consultants in power system studies;
iv). Identifying and monitors the performance targets of the division;
v). Appraising the performance of Senior Engineers;
vi). Supervising and offering professional guidance to Senior Engineers and Engineers in the Transmission System Planning Department;
vii). Assessing the skills and knowledge requirements of the Division and prepares capacity development proposals;
viii). Giving guidance for continuous improvement of processes with respect to performing power system modelling and performance of power system studies;
ix). Providing supervisory direction in performing power system modelling and performance of power system studies;
x). Accounts and ensures prudent use of all finances and assets assigned to the Division;
xi). Coordinates with other Division's towards achievement of departmental goals.
xii). Developing and implementing strategies in system studies for achievement of Division's objectives;
xiii). Proposing and monitoring the work plans and budgets for the Division;
xiv). Coordinating within the Division the review of energy sector planning documents;

xv). Developing the technical guidelines and standards for the modelling power systems and carrying out system studies, by the application of sound engineering and economic principles;
xvi). Overseeing implementation of Quality Management Systems within the Division.
xvii). Providing supervisory direction in power system modelling and performance of power system studies;
xviii). Identifying and monitoring the performance targets of the division;
xix). Guiding the Division in research and innovation related to environmental conditions and loading, materials, equipment and transmission systems, and communication of research findings for implementation and adoption;
xx). Proposing and monitoring the work plans and budgets for the Division.
xxi). Checking and recommending for approval the reports for detailed power system studies for short, medium- and long-term planning, network stability analysis, and also prior to commissioning of critical components of the transmission systems;
xxii). Checking and recommending for approval the modelling of power systems for current and future national and regional power transmission grid;
xxiii). Checking and recommending for approval drafts Terms of Reference (ToRs) and Requests for Proposals for consultancies to ascertain scope of assignment, qualifications of consultants, project deliverables, and project schedules;
xxiv). Checking and recommending for approval power system simulation studies' reports required during system operation;
xxv). Checking and recommending for approval technical power system advice for communication with external stakeholders;
xxvi). Participating in ad-hoc committees in KETRACO and within the energy sector both nationally and regionally;
xxvii). Assisting in the formulation of departmental risk matrix and mitigation measures in transmission system planning;
xxviii). Checking and recommending for approval, payment certificates for consultancy works and renewal of software maintenance licenses;
xxix). Participating in the tender evaluation process to provide technical expertise;
xxx). Checking and proposing for approval the project log frame, data and indicators for submission to potential financiers.

Qualifications & Skills required

i. Master's degree in electrical and Electronics/Electrical Communications Engineering, Project Management, Strategic Management, Business Administration or equivalent qualification from a recognized and accredited institution;
ii. Bachelor of Science in Electrical and Electronics/Electrical Communications Engineering, or equivalent qualifications from a recognized institution;

iii. Registered Professional Engineer with the Engineers Board of Kenya (EBK);
iv. Full member with the Institution of Engineer of Kenya (IEK) and in good standing.
v. A valid practicing license from the Engineers Board of Kenya (EBK);
vi. Leadership course lasting not less than four (4) weeks from a recognized institution;
vii. Cumulative service period of twelve (12) years relevant work experience three (3) of which should have been at the grade of Principal Engineer or in a comparable position.

Working condition –

i. The role is performed in an office setting with extensive field assignments locally, regionally and internationally including outside normal office hours and days;
ii. Exposed to operational and occupational risks associated with high-voltage and work at heights.

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) Certificate of clearance 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. ***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 **4th December 2026 at 5.00pm** to reach: -

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