



“Building a World Class National Grid”

KENYA ELECTRICITY TRANSMISSION COMPANY LTD.

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 be a world-class electricity transmission company and the leading interconnector in Africa. The Mission of the Company is to provide reliable, efficient and effective electricity transmission and promote power trade for sustainable socio-economic development.

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

MANAGER, INFORMATION TECHNOLOGY & INNOVATION – SYSTEM TECHNOLOGY – (KET 4) ONE (1 POSITION) REF: KET/5/1C/40/202/VOL I – B (12/23) ON PERMANENT & PENSIONABLE TERMS

Reporting to the General Manager, Strategy, Research & Compliance,

Job purpose

This Job is responsible for providing leadership and coordinating information technology and innovation systems technology in order to facilitate stable and reliable operation of the Company's ICT Infrastructure and Service Delivery. The Job holder undertakes development, maintenance, support, and optimization of ICT Infrastructure, Local Area Networks, Wide Area Networks, Data Centre, Disaster Recovery Site, corporate data backup and Internet connectivity.

Key Responsibilities;

- i. Designing and executing short and long-term strategic plans to assure infrastructure capacity attains current and future needs.
- ii. Developing and executing procedures, policies and related training plans for project management and infrastructure administration.
- iii. Managing and establishing priorities for maintenance, design, development and analysis of entire infrastructure systems inclusive of LANs, WANs, internet, security and wireless implementations.
- iv. Leading research and recommend changes in services, products, protocols and standards to support development efforts and infrastructure procurement.

- v. Defining and managing IT Disaster Recovery Strategy for organization.
- vi. Defining standards for physical and logical infrastructure in collaboration with stakeholders.
- vii. Reporting and preparing strategies to maintain server infrastructure.
- viii. Directing and administering systems administrators to provide leadership and direction.
- ix. Ensuring to practice IT asset management inclusive of component inventory maintenance and associated documentation.
- x. Ensuring that the Company meets legal and contractual obligations relating to ICT infrastructure, services delivery and usage, complying with legislative requirements.
- xi. Articulating the Division's objectives and strategies in relevant internal and external assignments relevant to the Division's work;
- xii. Overseeing the development, deployment and maintenance of appropriate ICT infrastructure;
- xiii. Advising and recommending ICT infrastructure requirements for procurement and distribution;
- xiv. Driving technology-enabled innovation and transformation.
- xv. Implementing the Company's Strategic Plan on relevant ICT objectives
- xvi. Implementing all approved work plans and policies of the system technology Division
- xvii. Coordinating the implementation of an appropriate technical support framework, including the management and delivery of service support and service delivery.
- xviii. Monitoring and evaluating results monthly against Performance Targets
- xix. Supervising data centre related tasks and lead, direct and utilize knowledge on best practices in area related to infrastructure.
- xx. Negotiating with outsourcers, vendors and contractors for infrastructure-specific products and services secure.
- xxi. Ensuring that work and projects are delivered within agreed budgets.
- xxii. Ensuring security of data, network access and back-up systems.
- xxiii. Liaising with external bodies, contractors, and service providers in the provision of an effective and efficient ICT service.
- xxiv. Advising Management on technological trends for continuous upgrades and efficient service delivery.
- xxv. Analysing and recommend ICT Infrastructure and systems solutions for deployment and implementation to the Company.

Qualifications & Skills required

- i). Master's Degree in a relevant field with Bachelor's degree in Business/Computer Science/ Management Information Systems/Business IT Administration/Economics or related field from a recognized institution
- ii). Management Course not lasting less than four (4) weeks
- iii). Membership and accreditation with ICT Authority.
- iv). Cisco Certified Network Associate
- v). Microsoft certifications; Certified Systems Engineer/ Certified IT Professional
- vi). Information Technology Infrastructure Library (ITIL) Foundation
- vii). A minimum of eight (8) years relevant work experience.

Working condition - Office setting and field visits

<https://forms.gle/YkDbMtLhBqzLZeH5A>

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.

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 **16th January 2024** 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.**

Please note that applications will ONLY be via joblink, hard copies shall not be considered. Indicate the position reference number as the subject heading candidates MUST fill an online form on our website.