



“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 position: -

SUBSTATION OPERATOR (CRAFTSMAN) – (KET 8) NINE (9 POSITIONS) REF: KET/5/IC/40/199/VOL I – B (12/23) ON PERMANENT & PENSIONABLE TERMS

Reporting to the **Regional Engineer**

Job purpose

The successful candidate will be responsible for performing the maintenance and operation of substation electrical plant following approved maintenance plans in order to aid in guaranteeing system availability and reliability and to enable the company achieve its mandate regarding to operations and maintenance.

Key Responsibilities;

- i.) Participating in maintenance works for substation equipment following the approved company work method procedures and instructions while observing statutory environmental and safety regulations;
- ii.) Generating maintenance reports for record keeping and future reference;
- iii.) Carrying out routine inspections for transmission substations as per approved work instructions;
- iv.) Operating transmission equipment as per instructions from the system controllers at the National System Control Centre (NSCC);
- v.) Carrying-out switching operations for maintenance and breakdown repair works under as per instructions from the controllers at NSCC;
- vi.) Participating in the maintenance of primary substation equipment, auxiliary services and substation power supply systems;

- vii.) Recording periodic data on system parameters at substations for senior technician's review;

Qualifications & Skills required

- i). Certificate in Electrical Engineering from a recognized institution
- ii). Registered engineering technician with Kenya Engineering Technology Registration Board (KETRB) or Institute of Engineering Technologists and Technicians of Kenya (IET);
- iii). A minimum of four (4) years relevant work experience.

Working condition - Office setting and field visits

<https://forms.gle/GBpDv3Ab7ZazxUA36>

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.