



DETAILED JOB DESCRIPTION

1. **MANAGER SIGNALING, ELECTRICAL & COMMUNICATION**

REF: KRBR163

Reporting to: General Manager - Engineering & Technical Services

Employment Type: Five (5) Year Renewable Contract Subject to Retirement Age and Performance

Work Station: Nairobi

Duties and Responsibilities

- i) Oversees formulation, development and implementation of divisional plans and maintenance procedures.
- ii) Provides engineering advice to the department on electrical, signaling and communication engineering functions.
- iii) Oversees design and planning of electrical, signaling and communication projects.
- iv) Facilitates the development and approval of rolling stock, plant and equipment policies and standards.
- v) Leads in the development of divisional maintenance and development programs for electrical, signaling and communication systems in order to meet requirements for train and marine operations.
- vi) Oversees implementation of electrical, signaling and communication systems scheduled and unscheduled maintenance within the Corporation.
- vii) Responsible for electrical engineering designs and drawings and specifications revisions.
- viii) Review and recommends new systems that enhances the effectiveness and efficiency of the division in carrying out electrical, signaling and communication development and maintenance.
- ix) Participates in rail incident and accident investigation for the purpose of identifying the root cause and implementing remedial actions to stop recurrence.

- x) Oversees preparation of technical and functional specifications requirements for tender documents to enable appropriate procurement of materials in the division.
- xi) Leads in conducting electrical, signaling and communication systems failure and trend analysis, engineering inspection and audit, material and component quality inspection and analysis to assist in divisional engineering decision making.
- xii) Oversees outsourced contractors and consultants for development and maintenance of electrical, signaling and communication systems.
- xiii) Oversee the maintenance of electrical power stations, electrical power backup systems within the Corporation.
- xiv) Responsible for new electrical installations and power distribution in all buildings, workshops, electrical installations in all plant and equipment and maintenance of existing electrical installations in the corporation.
- xv) Responsible for undertaking statutory electrical tests and documenting them.
- xvi) Ensures compliance with the applicable legal, statutory and regulatory requirements in undertaking electrical, signaling and communication maintenance and development.
- xvii) Leads in keeping updated and relevant knowledge of modern electrical, signaling and communication systems maintenance techniques, maintenance equipment, production systems, procedures.
- xviii) Responsible for championing safe working conditions in the division.
- xix) Participates in curriculum development for railway technical courses.
- xx) Provides mentorship professional growth strategies for divisional engineers and ensuring compliance with CPD requirements.
- xxi) Oversees preparation and implementation of the divisions annual budget and procurement and disposal plan.
- xxii) Leads in identification and management of divisional risks.
- xxiii) Leads in identifying and implementing change initiatives to achieve the desired culture and business plan.
- xxiv) Co-ordinates setting of divisional Key Performance Indicators and monitors its implementation.
- xxv) Ensures development and implementation of business continuity plan for the division.
- xxvi) Oversees compliance of Quality Management System in the division by ensuring that business processes meet the requirements of ISO Standards.

Requirements for the job

- i) Master's Degree in Engineering, Project/Communication Management or equivalent qualification from a recognized institution.
- ii) Bachelor's Degree in Civil/Electrical/Telecommunication or equivalent qualification from a recognized institution.
- iii) A Minimum of ten (10) year's relevant work experience, at least five (5) Years' experience in Senior Management position.
- iv) Registered by Engineers Board of Kenya as a professional Engineer.
- v) Membership of the Institution of Engineers of Kenya (IEK) as a Corporate Member.
- vi) Valid Annual Practicing License from the Engineers Board of Kenya.
- vii) Undertaken a management course lasting not less than four (4) weeks from a recognized institution.
- viii) Certificate in Project Management.
- ix) Proficiency in computer applications.
- x) Meets the requirements of Chapter Six of the Constitution of Kenya 2010.

Skills and Competencies

- i) Leadership skills.
- ii) Oral and written communication skills.
- iii) Report writing skills.
- iv) Information Technology proficiency.
- v) Interpersonal and negotiation skills.
- vi) Analytical skills.