



NAIROBI CITY WATER & SEWERAGE COMPANY LTD.

KAMPALA RD, P. O. Box 30656-00100, Nairobi, Kenya

Tel: +254 703 080 000

Email: info@nairobiwater.co.ke

www.nairobiwater.co.ke



Monday 27th April 2026

EXTERNAL ADVERTISEMENT

The Company is looking for a self-driven, motivated, competent and visionary person to fill the following vacant positions. This is an excellent opportunity for career progression.

1. JOB TITLE: SURVEY ASSISTANT

Ref: NCWSC/TD/SA/2026

DIRECTORATE: Technical Services
DEPARTMENT: Engineering
POSITION: Survey Assistant
GRADE: 8
LOCATION: Headquarters
REPORTING TO: Survey Supervisor
SUPERVISES: Ungraded Artisans (Chainmen)
NO OF POSITIONS: 2 No.

BROAD FUNCTION

The Survey Assistant will work in liaison with the Survey Supervisor in undertaking engineering and land surveys for geospatial data acquisition and ensure timely processing and production of drawings from the collected field data.

PRIMARY DUTIES/RESPONSIBILITIES:

- Undertake cadastral survey for boundary establishment and resolution of boundary disputes.

Prepared by: Sign..... Date.....

Ag. Technical Director



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- Undertake engineering survey
- Setting out engineering projects undertaken by the Company and stakeholders.
- Drafting both longitudinal and cross-sectional profiles from the collected field data.
- Conducting geodetic surveying on the Company dams for dam safety monitoring.
- Acquiring, collecting, and gathering geo-spatial data for updating the Company GIS.

ACADEMIC QUALIFICATIONS

Certificate in Surveying, Geomatics Engineering, Geospatial Engineering from a recognized institution.

Diploma in Surveying, Geomatics Engineering, Geospatial Engineering from a recognized institution is an added advantage

EXPERIENCE

N/A

SKILLS

- Good communications and interpersonal skills,
- Good command of surveying computer software.

Employment Terms:

Appointment to the position shall be for a period of one (1) year, renewable, subject to business needs and budgetary allocation.

Prepared by: Sign.....  Date..... 27/4/26

Ag. Technical Director



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2. JOB TITLE: ARTISAN (WATER & SEWER)

Ref: NCWSC/TD/WWO/2026

DIRECTORATE: Technical Services

LOCATION: Headquarters/Regions/Production/Environment & Compliance

DEPARTMENT: Operations and Maintenance, Production and Environment & Compliance

GRADE: 8

REPORTS TO: Supervisor – Water and Wastewater

SUPERVISES: None

NUMBER OF POSITIONS: 80 No.

BROAD FUNCTION

The Technician is responsible for overseeing a gang of Operators/artisans in implementing technical works on the ground, in relation to operations and maintenance of Water and Waste Water systems.

PRIMARY DUTIES/RESPONSIBILITIES

- Execute water and waste water operation and maintenance works as directed by the Supervisor.
- Receive and analyze the water/waste water works (instructions to do work) and plan daily work.
- Prepare daily progress reports on work done in the field.

Prepared by: Sign..... Date.....

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- Ensure safe keeping of tools and equipment.
- Collect relevant technical data from the field to be used for planning.
- Ensure that labourers and Artisans have the necessary working tools to facilitate their work in the field.
- Ensure preventive and corrective maintenance on water/sewer infrastructure is undertaken on regular basis.

ACADEMIC QUALIFICATIONS:

Certificate in Civil or Water or Wastewater Engineering from a recognized learning institution. Diploma in in Civil or Water or Wastewater Engineering from a recognized learning institution is an added advantage

EXPERIENCE:

N/A

SKILLS:

- Excellent interpersonal and communication skills
- Ability to interpret drawings
- Ability to apply tools of the trade
- Basic computer application skills

Employment Terms:

Appointment to the position shall be for a period of one (1) year, renewable, subject to business needs and budgetary allocation.

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3. JOB TITLE: UNGRADED ARTISANS – (WATER & SEWER)

Ref: NCWSC/TD/AWWO/2026

DIRECTORATE: Technical Services

DEPARTMENT: Technical

LOCATION: Headquarters/Regions

DEPARTMENT: Operations and Maintenance, Production and Environment & Compliance

GRADE: 9

REPORTS TO: Water & Wastewater Operators

SUPERVISES: None

NUMBER OF POSITIONS: 27No.

BROAD FUNCTION

Hands on the in operation and maintenance of water and sewerage network.

PRIMARY DUTIES/RESPONSIBILITIES

- Repair of water leakages
- Maintenance of the water pipelines fittings and appurtenances
- Unblocking of sewer
- Repair of sewers and manholes
- Flushing of sewers

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- Patrol of water pipelines and sewerage network
- Preparation of basic field reports.
- Undertaking water and sewer connections as per approval
- Repair of ponds embankments
- Removal of invasive vegetation from the ponds
- Bush clearing in the ponds

ACADEMIC QUALIFICATIONS:

- At least Kenya Certificate of Secondary Education (KCSE) minimum mean grade 'D-' Minus or its equivalent.
- Trade test grade III and above or on job experience in water and wastewater is an added advantage.

EXPERIENCE:

N/A

SKILLS:

Ability to work to operate and maintain water and sewerage network

Employment Terms:

Appointment to the position shall be for a period of one (1) year, renewable, subject to business needs and budgetary allocation.

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JOB TITLE: MECHANICAL ASSISTANTS

Ref: NCWSC/TD/MA/2026

DIRECTORATE : Technical Services
DEPARTMENT: Operations & Maintenance
LOCATION: Headquarters/Outer Stations
GRADE: 8
REPORTS TO: Technician/Technical Supervisor
SUPERVISES: None
NUMBER OF POSITIONS: 2NO

BROAD FUNCTION.

Providing support to Mechanical Engineers and Technicians to ensure constancy in water production, distribution, and wastewater treatment, through optimum plant and equipment deployment, utilization, maintenance, and rehabilitation.

PRIMARY DUTIES/RESPONSIBILITIES

- Undertake Mechanical Engineering works while ensuring that the project matches client specifications.
- Monitoring mechanical work progress and keeping detailed records of work.
- Ensure preventive and corrective maintenance on mechanical equipment / installations is undertaken on regular basis as assigned.
- Undertake installation, servicing, and maintenance of all mechanical equipment / installations.

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ACADEMIC QUALIFICATIONS:

Certificate in Mechanical Engineering from a recognized learning institution

Diploma in Mechanical Engineering from a recognized learning institution
is an added advantage

EXPERIENCE:

N/A

SKILLS:

- Excellent interpersonal and communication skills
- Ability to read and interpret drawings

Employment Terms:

Appointment to the position shall be for a period of one (1) year, renewable, subject to business needs and budgetary allocation Application of basic computer software

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4. JOB TITLE: UNGRADED ARTISANS MECHANICAL (GENERAL)

Ref: NCWSC/TD/AM/2026

DIRECTORATE : Technical Services

DEPARTMENT: Operations & Maintenance

LOCATION: Headquarters/Region/Outer Station

GRADE: 9

REPORTS TO: Technician/Technical Supervisor

SUPERVISES: None

NUMBER OF POSITIONS: 3.NO

BROAD FUNCTION.

Undertaking improvement works, repair works and maintenance of company's pumps, generators and all plant and equipment.

PRIMARY DUTIES/RESPONSIBILITIES

- Trouble shooting and repair of excavators, heavy automotive vehicles, pumps and motors, generators, boreholes and other machines.
- Execution of maintenance schedules,
- Managing maintenance workshops
- Facilitating other technical personnel in more complicated assignments.

ACADEMIC QUALIFICATIONS:

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- At least Kenya Certificate of Secondary Education (KCSE) minimum mean grade 'D-' Minus or its equivalent.
- Trade test grade III and above or on job experience in general mechanics is an added advantage.

EXPERIENCE:

N/A

SKILLS:

- Excellent interpersonal and communication skills
- Good record keeping skills

Employment Terms:

Appointment to the position shall be for a period of one (1) year, renewable, subject to business needs and budgetary allocation

5. JOB TITLE: UNGRADED ARTISANS (WELDING)

Ref: NCWSC/TD/AMW/2026

DIRECTORATE : Technical Services

DEPARTMENT: Operations & Maintenance

LOCATION: Headquarters/Region/Outer Station

GRADE: 9

REPORTS TO: Technician/Technical Supervisor

SUPERVISES: None

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NUMBER OF POSITIONS: 4.NO

BROAD FUNCTION.

Undertaking welding and general fabrication works, repair works and maintenance of company's installations.

PRIMARY DUTIES/RESPONSIBILITIES

- Operate welding equipment and mobile workshop
- Undertake welding and metal fabrication works to suit company installations.
- Inspect welds to ensure they meet quality and safety standards
- Repair pipes and fittings to ensure sustained water production, water distribution, and waste water treatment.
- Facilitating other technical personnel in more complicated assignments.
- Maintain and safeguard welding and mobile equipment
- Prepare materials and labour schedules.

ACADEMIC QUALIFICATIONS:

- At least Kenya Certificate of Secondary Education (KCSE) minimum mean grade 'D-' Minus or its equivalent.
- Trade test grade III and above or on job experience in welding is an added advantage.

EXPERIENCE:

N/A

SKILLS:

- Ability to interpret shop drawings

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-
- Excellent interpersonal and communication skills
 - Good record keeping skills

Employment Terms:

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6. JOB TITLE: ELECTRICAL ASSISTANT

Ref: NCWSC/TD/EA/2026

DIRECTORATE: Technical Services

DEPARTMENT: Operations and Maintenance

LOCATION: Headquarters/Regions/Outer Stations

GRADE: 8

REPORTS TO: Electrical Technician / Supervisor

SUPERVISES: None

NUMBER OF POSITIONS: 3No.

BROAD FUNCTION.

Providing support to Electrical Engineers and Technicians to ensure constancy in water production, distribution, and wastewater treatment, through optimum plant and equipment deployment, utilization, maintenance, and rehabilitation.

PRIMARY DUTIES/RESPONSIBILITIES

- Undertake Electrical Engineering installation works as per specifications.
- Inspection and monitoring work progress and keeping detailed records of work.
- Ensure preventive and corrective maintenance is undertaken on regular basis as assigned.
- Undertake installation, servicing and maintenance of all electrical equipment and instruments.

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- Coordinate and supervise the work of Artisans and laborers.
- Liaison with KPLC in ensuring continuous power supply to boreholes, water and waste water works, pumping stations and offices.

ACADEMIC QUALIFICATIONS:

Certificate in Electrical and Electronic Engineering from a recognized Learning Institution. Diploma in Electrical and Electronic Engineering from a recognized Learning Institution is an added advantage

PROFESSIONAL

Registration with Energy and Petroleum Regulatory Authority (EPRA) will be an added advantage.

EXPERIENCE:

N/A

SKILLS:

Excellent interpersonal and communication skills.

Application of basic computer software

Excellent record keeping skills

Employment Terms:

Appointment to the position shall be for a period of one (1) year, renewable, subject to business needs and budgetary allocation

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7. JOB TITLE: UNGRADED ARTISANS (ELECTRICAL WORKS)

Ref: NCWSC/TD/AE/2026

DIRECTORATE: Technical Services

DEPARTMENT: Operations and Maintenance

LOCATION: Headquarters/Regions/Outer Stations

GRADE: 9

REPORTS TO: Electrical Assistant

SUPERVISES: None

NUMBER OF POSITIONS: 4NO

BROAD FUNCTION.

Undertaking improvement works, repair works and maintenance of company's electrical and electronics installations, generators, plant, and equipment.

PRIMARY DUTIES/RESPONSIBILITIES

- Trouble shooting and repair of electrical and electronic equipment, electrical wiring, electrical lighting works, generators, boreholes and other machines.
- Execution of maintenance schedules,
- Managing maintenance workshops
- Facilitating other technical personnel in more complicated assignments.

ACADEMIC QUALIFICATIONS:

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- At least Kenya Certificate of Secondary Education (KCSE) minimum mean grade 'D-' Minus or its equivalent.
- Trade test grade III and above or on job experience in electrical and electronic works is an added advantage.

EXPERIENCE:

N/A

SKILLS:

- Excellent interpersonal and communication skills
- Good record keeping skills

Employment Terms:

Appointment to the position shall be for a period of one (1) year, renewable, subject to business needs and budgetary allocation

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JOB TITLE: UNGRADED ARTISAN (FLUSHING UNITS & EXHAUSTERS OPERATIONS)

REF: NCWSC/TD/FUEO/././2026

DIRECTORATE: Technical Services
DEPARTMENT: Operations and Maintenance
LOCATION: Headquarters/Regions/Outer Stations
GRADE: 9
REPORTS TO: Wastewater Supervisor
SUPERVISES: None
NUMBER OF POSITIONS: 5NO

BROAD FUNCTION.

Operation of flushing units and exhauster as per assignment

PRIMARY DUTIES/RESPONSIBILITIES

- Operating flushing units and exhausters.
- Minor trouble shooting of parts and maintenance requirements of flushing units and exhausters.
- Carrying out routine checks on flushing units and exhausters cooling, oil, electrical and brake systems, and tyre pressure.
- Ensuring security and safety of the flushing units and exhausters on and off the road, the public and the equipment therein.

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- Ensure proper condition and cleanliness of flushing units and exhausters is upheld.
- Maintaining approved daily work ticket.
- Ensuring the service provided to private entities is charged/billed accordingly
- Liaison with the electromechanical and transport teams in maintenance and running of flushing units and exhausters.

ACADEMIC QUALIFICATIONS:

- At least Kenya Certificate of Secondary Education (KCSE) minimum mean grade 'D-' Minus or its equivalent.
- Trade test grade III and above or on job experience in driving and operating mobile heavy equipment, exhausters, flushing unit is an added advantage.

PROFESSIONAL QUALIFICATIONS

- Valid Plant Operator Certificate.
- Valid NTSA driver's license in heavy truck/equipment.

EXPERIENCE:

2 years' experience in a busy environment operating heavy equipment

SKILLS:

- Excellent interpersonal and communication skills
- Good record keeping skills

Employment Terms:

Appointment to the position shall be for a period of one (1) year, renewable, subject to business needs and budgetary allocation

Prepared by: Sign  Date 27/4/26

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4. JOB TITLE: EXCAVATOR OPERATORS

REF: NCWSC/TD/EO/././2026

DIRECTORATE: Technical Services

DEPARTMENT: Operations and Maintenance

LOCATION: Headquarters/Regions/Outer Stations

GRADE: 8

REPORTS TO: Water & Wastewater Supervisor

SUPERVISES: None

NUMBER OF POSITIONS: 5No.

BROAD FUNCTION.

To operate the company's excavators (crawlers) and backhoes as per assignment.

PRIMARY DUTIES/RESPONSIBILITIES

- Operating excavator/crawler and backhoe.
- Minor trouble shooting of parts and maintenance requirements of excavator/crawler and backhoe.
- Carrying out routine checks on excavator/crawler and backhoe cooling, oil, electrical and braking systems, and tyre pressure.
- Ensuring security and safety of the excavator/crawler and backhoe on and off the road and the member of public.

Prepared by: Sign..... Date.....

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- Ensuring proper condition and cleanliness of flushing units and exhausters is upheld.
- Maintaining daily work ticket.
- Liaison with the electromechanical and transport teams in maintenance and running of excavator/crawler and backhoe

ACADEMIC QUALIFICATIONS:

- At least Kenya Certificate of Secondary Education (KCSE) minimum mean grade 'D-' Minus or its equivalent.
- Trade test grade III or above or on job experience in operating excavators and backhoe is an added advantage.

PROFESSIONAL QUALIFICATIONS

- Plant Operator Certificate.
- NTSA driver's license in heavy truck/equipment.

EXPERIENCE:

2 years' experience in a busy environment operating excavators and backhoes

SKILLS:

- Excellent interpersonal and communication skills
- Good record keeping skills

Employment Terms:

Appointment to the position shall be for a period of one (1) year, renewable, subject to business needs and budgetary allocation

Prepared by: Sign..... Date.....

Ag. Technical Director



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5. JOB TITLE: BUILDING WORKS ASSISTANT

Ref: NCWSC/TD/BWA/2026

DIRECTORATE: Technical Services
DEPARTMENT: Operations and Maintenance
LOCATION: Headquarters/Regions/Outer Stations
GRADE: 8
REPORTS TO: Workshop Supervisor
SUPERVISES: None
NUMBER OF POSITIONS: 1NO

BROAD FUNCTION.

Maintenance of the company's buildings and installations.

PRIMARY DUTIES/RESPONSIBILITIES

- Taking part in the rehabilitation and renovation of existing company's buildings;
- Supervision of building projects to ensure compliance with design plans, specifications, safety standards and building codes.
- Conducting the inspection of conditions of existing company's buildings;
- Reading and interpreting building plans, layouts, and elevation drawings

Prepared by: Sign..... Date.....

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- Preparation of Bill of Quantities, schedule of materials and labour for costing.
- Ensuring maintenance of building construction workshop;
- Inspection and acceptance of construction materials' quality and quantities.
- Supervising artisans carrying out repairs and alteration of existing buildings.

ACADEMIC QUALIFICATIONS:

Certificate in civil engineering, building technology or related field.

Diploma in civil engineering, building technology or related field is an added advantage

EXPERIENCE:

N/A

SKILLS:

Excellent interpersonal and communication skills.

Application of basic computer software

Excellent record keeping skills

Employment Terms:

Appointment to the position shall be for a period of one (1) year, renewable, subject to business needs and budgetary allocation

Prepared by: Sign..... Date.....

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6. JOB TITLE: UNGRADED ARTISAN (MASONRY AND TILING WORKS)

Ref: NCWSC/TD/AB-MT/2026

DIRECTORATE: Technical Services
DEPARTMENT: Operations and Maintenance
LOCATION: Headquarters/Regions/Outer Stations
GRADE: 9
REPORTS TO: Workshop Supervisor
SUPERVISES: Building Assistants
NUMBER OF POSITIONS: 3No.

BROAD FUNCTION.

Undertaking masonry and tiling works on company's buildings and installations

PRIMARY DUTIES/RESPONSIBILITIES

- Reading and interpreting building plans, layouts, and elevation drawings
- Setting out building works
- Inspection of the construction materials qualities and quantities
- Undertaking brick and mortar works for new and existing buildings
- Undertaking plaster works

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- Liaison with plumbers, electricians painters in execution of building works.
- Guiding labourers in execution of building works.

ACADEMIC QUALIFICATIONS:

- At least Kenya Certificate of Secondary Education (KCSE) minimum mean grade 'D-' Minus or its equivalent.
- Trade test grade III and above or on job experience in masonry, tiling is an added advantage.

EXPERIENCE:

N/A

SKILLS:

- Ability to read, interpret and setout building plans, layout, and elevation drawings
- Excellent interpersonal and communication skills
- Good record keeping skills

Employment Terms:

Appointment to the position shall be for a period of one (1) year, renewable, subject to business needs and budgetary allocation

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7. JOB TITLE: UNGRADED ARTISAN (CARPENTRY & JOINERY WORKS)

Ref: NCWSC/TD/AB/2026

DIRECTORATE: Technical Services
DEPARTMENT: Operations and Maintenance
LOCATION: Headquarters/Regions/Outer Stations
GRADE: 9
REPORTS TO: Building Assistant
SUPERVISES: None
NUMBER OF POSITIONS: 2No.

BROAD FUNCTION.

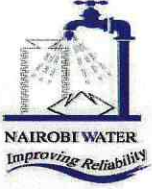
Undertake carpentry works, including roofing and office furniture maintenance works

PRIMARY DUTIES/RESPONSIBILITIES

- Reading and interpreting building plans, layouts, and elevation drawings
- Setting out and installation of roofing works
- Installation of building fixtures such as doors, window, cabinets
- Inspection of the construction materials qualities and quantities
- Undertaking repair works for building roofs and cladding, building fixtures and office furniture.
- Liaison with plumbers, electricians painters in execution of building works.

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- Guiding labourers in execution of building works.

ACADEMIC QUALIFICATIONS:

- At least Kenya Certificate of Secondary Education (KCSE) minimum mean grade 'D-' Minus or its equivalent.
- Trade test grade III and above or on job experience in carpentry and joinery is an added advantage.

EXPERIENCE:

N/A

SKILLS:

- Ability to read, interpret building plans, layout, and elevation drawings
- Excellent interpersonal and communication skills
- Good record keeping skills

Employment Terms:

Appointment to the position shall be for a period of one (1) year, renewable, subject to business needs and budgetary allocation

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8. JOB TITLE: UNGRADED ARTISAN ((PAINTING & SIGN WRITING WORKS))

Ref: NCWSC/TD/AB/2026

DIRECTORATE: Technical Services
DEPARTMENT: Operations and Maintenance
LOCATION: Headquarters/Regions/Outer Stations
GRADE: 9
REPORTS TO: Workshop Supervisor
SUPERVISES: Building Assistants
NUMBER OF POSITIONS: 3NO

BROAD FUNCTION.

Undertake painting and signage work on company buildings and installations.

PRIMARY DUTIES/RESPONSIBILITIES

- Reading and interpreting building plans, layouts, and elevation drawings
- Preparation of painting materials and labour estimates for preparation of Bill of Quantities and cost estimation
- Inspection of the paints and painting tools qualities and quantities supplied by vendors
- Preparation of surfaces ready to receive paints
- Selection and mixing of paints to achieve desired colours and signs.
- Application of fillers, paints, varnish

Prepared by: Sign..... Date.....

Ag. Technical Director

2021



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- Liaison with plumbers, electricians painters in execution of building works.
- Guiding labourers in execution of building works.

ACADEMIC QUALIFICATIONS:

- At least Kenya Certificate of Secondary Education (KCSE) minimum mean grade 'D-' Minus or its equivalent.
- Trade test grade III and above or on job experience in painting, sign writing is an added advantage.

EXPERIENCE:

N/A

SKILLS:

- Ability to read, interpret building plans, layout, and elevation drawings
- Excellent interpersonal and communication skills
- Good record keeping skills

Employment Terms:

Appointment to the position shall be for a period of one (1) year, renewable, subject to business needs and budgetary allocation

9. JOB TITLE: LABOURERS – WATER AND SEWER - REGIONS

REF: NCWSC/TD/LWSR/./2026

DIRECTORATE: Technical Services

Prepared by: Sign..... Date..... 27/4/26

Ag. Technical Director



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DEPARTMENT: Operations and Maintenance
LOCATION: Headquarters/Regions/Outer Stations
GRADE: 9
REPORTS TO: **Wastewater Supervisor**
SUPERVISES: None
NUMBER OF POSITIONS: **25No.**

BROAD FUNCTION.

Provide general labour in excavations works, lifting works, rodding of sewers, desilting of sewers and manholes, bush clearing etc.

PRIMARY DUTIES/RESPONSIBILITIES

- Excavation works for water and sewer works
- Rodding of sewers.
- Desilting of sewers and manholes.
- Bush clearing.
- Lifting works
- Water and sewer materials collection and delivery works

ACADEMIC QUALIFICATIONS:

- At least Kenya Certificate of Secondary Education (KCSE) minimum mean grade 'D-' Minus or its equivalent.

PROFESSIONAL QUALIFICATIONS

- Nil

EXPERIENCE:

Prepared by: Sign..... Date.....

Ag. Technical Director

Handwritten signature in blue ink



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N/A

SKILLS:

- Excellent interpersonal and communication skills
- Willingness to work in a challenging environment, beyond the official working hours.

Employment Terms:

Appointment to the position shall be for a period of one (1) year, renewable, subject to business needs and budgetary allocation

NCWSC IS AN EQUAL OPPORTUNITY EMPLOYER.

Prepared by:
Ag. Technical Director

Date:

Approved by:
Managing Director

Date:

Prepared by: Sign  Date 27/4/26

Ag. Technical Director



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Monday 27th April 2026

EXTERNAL ADVERTISEMENT

The Company is looking for a self-driven, motivated, competent and visionary person to fill the following vacant positions. This is an excellent opportunity for career progression.

1. CIVIL ENGINEERING OFFICER

Ref: NCWSC/TD/CE/2026

DIRECTORATE: Technical Services
DEPARTMENT: Production, Operations & Maintenance, Environment & Compliance, and Engineering
POSITION: **Civil Engineering Officer**
GRADE: 5
LOCATION: Headquarters/Regions/Outer Stations
REPORTING TO: Coordinators (Engineering, Operations & Maintenance, Environment & Compliance and Production)
SUPERVISES: Technicians (Civil Engineering)
NO OF POSITIONS: **4No.**

BROAD FUNCTION

Under the supervision of the Engineering Coordinator, carry out planning, design, construction, and supervision of civil Engineering projects. He / She

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is also expected to plan and carry out Operation and Maintenance of Water and Waste Water Systems.

PRIMARY DUTIES/RESPONSIBILITIES

- Under supervision, carry out engineering planning, design and supervision of water and sewerage extensions, upgrades and associated works.
- Collect and analyze data on new and rehabilitation works in the field.
- Supervise Civil Engineering works.
- Prepare tender documents for the construction works to be undertaken.
- Coordinate and supervise the work of Technicians, Operators and Draughtsmen.
- Oversee technical operations and maintenance of both sewer and water reticulation systems to ensure that the systems achieve their optimal operational efficiency.
- Monitoring and evaluation of technical works.

ACADEMIC QUALIFICATIONS:

Bachelor's degree in Civil Engineering from recognized learning institution.

PROFESSIONAL QUALIFICATIONS:

Registered as a Graduate Engineer with Engineers Board of Kenya (EBK) and Institute of Engineers of Kenya (IEK).

EXPERIENCE:

Proven two (2) years experience in planning, design, tender documentation, and supervision of civil engineering works in a busy environment.

Prepared by: Sign:  Date: 27/4/26

Ag. Technical Director



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SKILLS:

- Management skills
- Excellent interpersonal and communication skills
- Ability to work under pressure and meet deadlines
- Application of Computer Aided Design engineering software

Employment Terms:

Appointment to the position shall be for a period of five (5) years, renewable, subject to satisfactory performance and business needs.

2. MECHANICAL ENGINEERING OFFICER

Ref: NCWSC/TD/ME/2026

DIRECTORATE: Technical Services
DEPARTMENT: Production, Operations & Maintenance,
Environment & Compliance
POSITION: Mechanical Engineering Officer
GRADE: 5
LOCATION: Headquarters/Regions/Outer Stations
REPORTING TO: Mechanical Engineering Coordinator
SUPERVISES: Mechanical Technicians
NO OF POSITIONS: 3No.

BROAD FUNCTION

Prepared by: Sign: Date:.....

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To ensure that water works, water supply and distribution, sewage works, pumping stations, plant and equipment, are operated and maintained through optimum utilization and proper maintenance and rehabilitation of all mechanical parts and equipment.

PRIMARY DUTIES/RESPONSIBILITIES

- Design and supervision of mechanical systems for water and wastewater treatment plants, offices, pumping stations, generators, mobile plant, and equipment.
- Ensure predictive, preventive, and corrective maintenance on the above items is undertaken on regular basis.
- Develop maintenance schedules.
- Provide guidance and supervision of Technicians.
- Supervise installation, servicing and maintenance of all mechanical equipment, instruments and motor vehicles.
- Prepare tender documents for the installation works to be undertaken.
- Ensure that the right quality and quantity of spare parts is maintained at appropriate levels.
- Initiate planning and budgeting for works in the mechanical operations.
- Monitoring and evaluation of technical works.

ACADEMIC QUALIFICATIONS:

Bachelor's degree in Mechanical, Industrial, Mechatronics or Production Engineering from a recognized learning institution.

PROFESSIONAL QUALIFICATIONS:

Registered as a Graduate Engineer with EBK and IEK.

Prepared by: Sign:  Date: 27/4/26

Ag. Technical Director



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EXPERIENCE:

Proven two (2) years experience in planning, design, tender documentation, and supervision of mechanical engineering works in a busy environment.

SKILLS:

- Management skills
- Excellent interpersonal and communication skills
- Ability to work under pressure and meet deadlines
- Application of Computer Aided Design engineering software

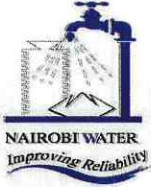
Employment Terms:

Appointment to the position shall be for a period of five (5) years, renewable, subject to satisfactory performance and business needs.

Prepared by: Sign:  Date: 27/4/26

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3. ELECTRICAL ENGINEERING OFFICER

Ref: NCWSC/TD/ EE/2026

DIRECTORATE: Technical Services
DEPARTMENT: Production, Operations & Maintenance,
Environment & Compliance
POSITION: Electrical Engineering Officer
GRADE: 5
LOCATION: Headquarters/Regions/Outer Stations
REPORTING TO: Electrical Engineering Coordinator
SUPERVISES: Electrical Technicians
NO OF POSITIONS: 3 No.

BROAD FUNCTION

To ensure that water works, water supply and distribution, sewage works, pumping stations, plant, and equipment, are operated and maintained through optimum utilization, proper maintenance and rehabilitation of all electrical equipment and instruments, generators, and boreholes.

PRIMARY DUTIES/RESPONSIBILITIES

- Design and supervision of electrical systems and control panels for water and wastewater treatment plants, offices, pumping stations, generators, and boreholes.
- Ensure predictive, preventive, and corrective maintenance on the items above is undertaken on regular basis.
- Develop maintenance schedules.
- Provide guidance and supervision of Electrical Technicians.

Prepared by: Sign: Date.....

Ag. Technical Director



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- Supervise installation, servicing and maintenance of all electrical equipment and instruments, generators, and boreholes.
- Prepare tender documents for the installation works to be undertaken.
- Ensure that the right quality and quantity of spare parts is maintained at appropriate levels.
- Initiate planning and budgeting for works in the Electrical operations.
- Monitoring and evaluation of technical works.
- Liaison with KPLC to ensure sustained grid power supply, power consumption and billing.

ACADEMIC QUALIFICATIONS:

Bachelor's degree in Electrical and Electronic Engineering from a recognized learning institution.

PROFESSIONAL QUALIFICATIONS:

Registered as a Graduate Engineer with EBK and IEK.

EXPERIENCE:

Proven two (2) years experience in planning, design, tender documentation, and supervision of electrical engineering works in a busy environment.

SKILLS:

- Management skills
- Excellent interpersonal and communication skills
- Ability to work under pressure and meet deadlines
- Application of Computer Aided Design engineering software

Prepared by: Sign:  Date: 27/4/26

Ag. Technical Director



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Employment Terms:

Appointment to the position shall be for a period of five (5) years, renewable, subject to satisfactory performance and business needs.

4. SURVEY OFFICER

Ref: NCWSC/TD/S/2026

DIRECTORATE: Technical Services

DEPARTMENT: Engineering

POSITION: Surveyor Officer

GRADE: 5

LOCATION: Headquarters

REPORTING TO: Survey Coordinator

SUPERVISES: Survey Supervisors

NO OF POSITIONS: 1 No.

BROAD FUNCTION

The Survey officer will work in liaison with the Survey Coordinator in undertaking engineering and land surveys for geospatial data acquisition and ensure timely processing and production of drawings from the collected field data.

PRIMARY DUTIES/RESPONSIBILITIES:

- Undertake cadastral survey for boundary establishment and resolution of boundary disputes.
- Undertake engineering survey for design of water and sewerage infrastructure, buildings, roads and bridges, parkings and bridges

Prepared by: Sign: Date.....

Ag. Technical Director



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- Setting out engineering projects undertaken by the Company and stakeholders.
- Drafting both longitudinal and cross sectional profiles from the collected field data.
- Conducting geodetic surveying on the Company dams for dam safety monitoring.
- Acquiring, collecting, and gathering geo-spatial data for updating the Company GIS
- Liaison with the company partners in survey works

ACADEMIC QUALIFICATIONS

Bachelor Degree in Surveying or related field from recognized learning institution.

PROFESSIONAL QUALIFICATIONS

Be a graduate member of the Institution of Surveyors of Kenya (ISK).

EXPERIENCE

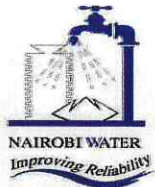
Proven two (2) years experience in land survey, engineering survey, GIS in a busy environment.

SKILLS:

- Management skills
- Excellent interpersonal and communication skills
- Ability to work under pressure and meet deadlines
- Application of survey & GIS software

Prepared by: Sign:  Date: 27/4/26

Ag. Technical Director



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Employment Terms:

Appointment to the position shall be for a period of five (5) years, renewable, subject to satisfactory performance and business needs.

NCWSC IS AN EQUAL OPPORTUNITY EMPLOYER.

Prepared by: *Eng. David Manore*
Ag. Technical Director

Date: *27/4/26*

Approved by:
Managing Director

Date:

Prepared by: Sign: *[Signature]* Date: *27/4/27*

Ag. Technical Director