



NYAHURURU WATER AND SANITATION COMPANY LTD

P.O BOX 952, NYAHURURU, TEL: 065-2032753/065-2022784/065-2022777

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VACANCY

POSITION:	COMMERCIAL MANAGER
JOB REF.:	NWSCO /CM/02/2024
TERMS OF EMPLOYMENT:	THREE YEAR FIXED CONTRACT
SALARY SCALE:	2
REPORTING TO:	MANAGING DIRECTOR

Nyahururu Water and Sanitation Company Ltd, a public water utility company fully owned by the County Government of Laikipia and with a mandate to provide water and sanitation services in Laikipia County is seeking to recruit a self-driven individual for the position of **Commercial Manager**.

The successful candidate will be responsible for the management of commercial function including formulation, periodic review and implementation of the strategy for service delivery and revenue generation and ensure effective implementation. The position ensures effective billing and delivery of services to all customers.

JOB DESCRIPTION

- i. Develop long-term business strategies and operating plans for the department which are in line with Strategic Plan and Business Plan.
- ii. Ensure provision of timely and high-quality client services that meets or exceed their expectations
- iii. Develop and implement systems for positive customer relations management
- iv. Manage and supervise commercial aspects of the Company's operations, particularly as they relate to revenue generation
- v. Promote new ideas and business solutions that result in extended service to the existing and new clients
- vi. Ensure the provision of comprehensive commercial information systems, including up-to-date customer database, to achieve the overall Company revenue objectives
- vii. Ensuring timely, complete and accurate meter reading and billing of services and subsequent collection
- viii. Carrying out customer surveys and devise strategies to address, improve on matters arising from feedback received.
- ix. Develop departmental policies, procedures, actions/work plans and budgets in line with overall company's strategic objectives.
- x. Oversee and implement performance management in the department
- xi. Prepare and submit board and management papers for approval, monthly, quarterly and annual reports for the department
- xii. Identify training needs for the departmental staff
- xiii. Mentor and coach department staff

- xiv. Identify procurement needs of the department
- xv. Responsible for physical assets assigned to the department by the company.
- xvi. Perform any other related duties as delegated by Managing Director.

JOB SPECIFICATION

- i. Bachelor's degree in Finance or CPA (K) or any other relevant degree from a recognized institution.
- ii. Member of a professional body in good standing.
- iii. At least 5 years' experience with a minimum of 3 years in a managerial or supervisory position. Experience in the water sector will be an added advantage.
- iv. Master's degree in business related field will be an added advantage.
- v. Excellent communication skills.
- vi. Proficiency in ICT with strong MS office and internet use.
- vii. Excellent planning and organizational skills.
- viii. Strong leadership and problem-solving skills.
- ix. Good analytical skills.
- x. Must satisfy and the requirements of chapter six of the constitution of Kenya 2010 on Leadership and integrity through provision of; -
 - (a) Current certificate of good conduct from Directorate of Criminal Investigation Department
 - (b) Current Tax compliance certificate from Kenya Revenue Authority
 - (c) A clean and current report or clearance certificate from an approved credit reference Bureau (CRB)
 - (d) Clearance from the Ethics and Anti-Corruption Commission (EACC)
 - (e) Clearance Certificate from Higher Education Loans Board (HELB)

TERMS OF EMPLOYMENT

The appointment will be for a three year fixed contract.

APPLICATION INSTRUCTIONS

Interested candidates should forward their hard copy applications together with updated CVs, academic and professional certificates, indicating email, day time telephone contact and other testimonials in a sealed envelope clearly marked the position applied for and the job reference number at the top of the envelope.

The Managing Director
Nyahururu Water and Sanitation Company Limited
P.O. Box 952-20300
NYAHURURU

Detailed information on the positions can be found the company's website:

www.nyahuwasco.co.ke

Applicants are encouraged to apply through post office, courier or hand deliver and send a soft copy of the same to recruitment@nyahuwasco.co.ke

NB: Only shortlisted candidates will be contacted and canvassing in any way will lead to automatic disqualification

CLOSING DATE: Monday, 20th May 2024 at 4.00p.m