



Technical University of Mombasa Enterprise Limited
Office of Managing Director

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Technical University of Mombasa Enterprise Limited (TUMEL)

Tom Mboya Street, Tudor

P.O. Box 90420-80100

Mombasa, Kenya.

JOB VACANCIES

Technical University of Mombasa Enterprises Limited (TUMEL) seeks to hire a highly competent and qualified person to fill the following vacancy within its staff establishment.

S/No.	Position	Vacancy No.	No. of Posts
1	Water Processing Plant Supervisor	TUMEL/WPPSUPV/01/05/2024	1

Reporting to: Managing Director

The Water Processing Plant Supervisor will supervise and coordinate all activities at the Water Processing Plant. You will be operating the water processing and bottling plant as well as marketing and distributing the final product. You will also work hand-in-hand with the Plant Operators to ensure smooth operations of the Water Processing Plant.

Key Duties and Responsibilities:

- Oversee all the operations of the Water Processing Plant.
- Perform water quality sampling, testing, and analysis to ensure compliance with the required standards.
- Ensure the highest cleanliness and safety standards are observed at the plant.
- Observe all necessary quality controls.
- Run the processing and bottling plant on a day-to-day basis.
- Inspects equipment, such as filters, chlorine indicators, basins, filtered water basins, and pumps, to detect malfunctions to ensure timely maintenance procedures are observed.
- Plans daily work schedule and assigns tasks to Plant Operators based upon the priority of work.
- Monitor stock levels, and do periodic stock takes and reports.
- Ensure customer orders are met in a timely way.
- Publicize and market the bottled water and maintain good customer relations.
- Maintain records on chemical usage and storage, equipment operation, stocks, and

personnel attendance;

- Follow-up on customer payments; and
- Perform any other duties and responsibilities that may be assigned by the Managing Director or any other person placed in authority occasionally.

Qualifications and Requirements:

- Must possess a Bachelor’s degree in Analytical Chemistry, Biological, Microbiological, and Applied Sciences, Biochemistry, Microbiology, or a related field from a recognized institution;
- Certificate in Water Engineering – from a national examining body; and
- Must have at least three (3) years of experience in water treatment.

Personal Attributes

- Highest Integrity
- Ability to get on well with a diverse workforce.
- Good Knowledge in the professional field of specialization
- Good communication skills
- Ability to take instructions
- Good organizational and supervisory skills

Skills & Attitudes

- Planning, organizing, and coordinating skills
- Good communication & negotiation skills
- Teamwork and people management skills
- Report writing skills
- Ethics and Integrity

Minimum Qualification Requirements	TUMEL Grade	Consolidated Salary Range	Contract Duration
Degree	3	55,000/- - 71542/=	3 years

NOTE:

- i. If you are successful and required to take up the position, it will be mandatory for you to provide Chapter Six requirements for you to be employed.**
- ii. Valid medical health certificate.**
- iii. Only shortlisted and successful candidates shall be contacted. Any form of canvassing either directly or indirectly shall lead to automatic disqualification.**

How to Apply

Application letters accompanied by copies of a National Identity Card, a CV, relevant certificates, and testimonials are to be submitted in soft copy to email: applications@tumel.co.ke or in hard copy and submitted to the office of the **Human Resource and Administrative Officer not later than 17th May 2024 by 5:00 pm.**

The Application should be addressed to:

The Managing Director

Technical University of Mombasa Enterprises Limited (TUMEL)P.O

BOX 90420 – 80100

Mombasa.

TUMEL is an equal-opportunity employer and is committed to diversity and gender equality. Women, marginalized, and minority groups are encouraged to apply.



Bernard Nyakundi

Managing Director/Board Secretary

02/05/2024