



KENYA FERRY SERVICES LIMITED

Career Opportunities in Marine Transport Industry

Company Profile

Kenya Ferry Services is a State Corporation, established under the Companies Act (CAP 486) of the Laws of Kenya and operating under the Ministry of Transport, Infrastructure, Housing and Urban Development, mandated with the operation of ferries in the Country. The Company's headquarters are set along the expansive shores of the beautiful and splendid Indian Ocean overlooking the magnificent view of the channel at Peleleza, Likoni, Mombasa.

To strengthen its workforce, KFSL is seeking to recruit dynamic, highly driven and result oriented individuals for the following positions:

Engineering Department

1. Senior Engineering Technician (Mechanical) Grade FM V Post No. 2000-07/12/2018 - 2 Posts

Job Summary

Reporting to the Senior Engineer, the Senior Engineering Technician (Mechanical) will be responsible for co-ordinating routine, corrective and preventive maintenance of vessels and equipment onboard ferries.

Key Responsibilities

- Plan and supervise all mechanical maintenance activities;
- Prepare defects list for vessels' dry docking;
- Prepare and submit daily and monthly vessel maintenance reports;
- Overhaul engines, propellers, pumps, power generating sets, and other equipment;
- Initiate safety procedures onboard a vessel in case of emergency and;
- Initiate development of procurement plans for the mechanical section in the engineering department.

Required qualifications and experience

- A minimum of Higher Technical Diploma in Mechanical Engineering or related field from a recognized institution;
- Be a member of a professional engineering body or its equivalent;
- Possession of Standard Training for Certification and Watch keeping (STCW);
- Possession of Marine Equipment Specialist Certificate will be an added advantage;
- Must have a minimum of twelve (12) years relevant working experience preferably in marine transport industry with at least three (3) years working experience as an Engineering Technician or similar and comparable position; and



- Demonstrable experience in writing, analyzing and communicating complex engineering reports.

2. Engineering Technician (Mechanical) Grade FM VI Post Ref: 2000-34/40/41/42/2018 - 4 Posts

Job Summary

Reporting to the Senior Engineering Technician (Mechanical), the Engineering Technician (Mechanical) will be responsible for co-ordinating routine, corrective and preventive maintenance of vessels and equipment onboard ferries.

Key Responsibilities

- Prepare defects list for vessels' dry docking;
- Prepare and submit daily and monthly vessel maintenance reports;
- Overhaul engines, propellers, pumps, power generating sets, and other equipment;
- Initiate safety procedures onboard a vessel in case of emergency and;
- Initiate development of procurement plans for the mechanical section in the engineering department.

Required qualifications and experience

- A minimum of Diploma in Mechanical Engineering or related field from a recognized institution;
- Standard Training for Certification and Watch keeping (STCW);
- Marine Equipment Specialist Certificate, will be an added advantage;
- Must have a minimum of (nine) 9 years relevant working experience preferably in marine transport industry; and
- Demonstrable experience in technical skills, ability to write, analyze and communicate technical reports.

3. Painter- Grade FU2: Post Ref: 2000-71/2018- 1 Post

Job Summary

Reports to the Senior Engineer and will be responsible for maintenance of paint works

Key Responsibilities

- Maintain paintworks in the marine vessels and infrastructure;
- Paint vessels and general infrastructure;
- Fill in work orders and checklists; and
- Sign-writing.

4.

Required qualifications and experience

- A minimum of Trade Test Grade II in General Works/Painting and Decoration
- A minimum of 3 years relevant experience, preferably in the Marine Industry.
- Ability to read, write and perform simple arithmetic calculations;
- Familiarity with uninvolved, standardised work procedures.

- Fire-fighting and first-aid skills.
- Good inter-personal skills;

4. Welding & Fabrication Technician Grade FM VI Post Ref: 2000-63/2018 - 1 Post

Job Summary

Reporting to the Welding & Fabrication Technician, the Engineering Technician (Mechanical) will be responsible for co-ordinating welding and fabrication works in the engineering & maintenance department.

Key Responsibilities

- Carry out welding & fabrication activities;
- Fill work orders as per assigned tasks.
- Work in conjunction with other section to accomplish assigned duties
- Makes decisions using standard operating procedures

Required qualifications and experience

- A minimum of Diploma in Mechanical Engineering.(Welding and Fabrication)
- Marine Equipment Specialist Certificate will be an added advantage
- Standard Training for Certification and Watch keeping (STCW).
- A minimum of 9 years relevant experience preferably in marine transport industry
- Report writing skills
- Technical skills
- Ability to communicate both inside and outside the organisation;
- Numeric skills

Operations Department

1. Master Coxswain Grade FM V Post Ref: 1000-11/12/2018 – 2 Posts

Job Summary

Reporting to the Senior Operations Officer (Coxswain), the Master Coxswain will be responsible for navigating the ferry safely across the Likoni and Mtongwe channels in order to meet customers' requirements i.e. ferrying passengers, vehicles, and goods across the channel in a scheduled time.

Key Responsibilities

- Ascertain ability and soundness of the ferry through pre-sea checks;
- Steer the vessel during un-berthing or mooring;
- Pilot or navigates the ferry safely and efficiently across the channel and ensuring safety of passengers, crews, vehicles, bikes, handcarts, goods and equipment;
- Log departure and arrivals of ferry journeys and incidents;

- Communicate and respond to calls from Kenya Port Authority control tower among other stations, on the movement of inbound and out bound vessels; and
- Provide directions and instructions during emergencies.
- Disseminate relevant safety information, instructions and guidance to ferry users onboard through the Public Address System.
- Orient and impart training skills to new entrants

Required qualifications and experience

- A minimum of Diploma in Social Science/Management or related field from a recognised university.
- Coxswains Certificate of Competency
- Standard Training for Certification and Watch keeping (STCW)
- A minimum of 6 years relevant experience preferably in marine transport industry
- Seafarers (ITF)
- Ability to write complex reports; and
- Analytical skills.
- Organizational skills
- Personal Survival Skills
- Life Saving Skills
- Basic Fire Fighting skills
- Ability to communicate both inside and outside the organisation.

2. Coxswain- Grade VI- Post Ref:1000-15/17 2018- 2 Posts

Job Summary

Reporting to the Senior Operations Officer (Coxswain), the Coxswain will be responsible for navigating the ferry across the Likoni channel in order to meet customers' requirements ie ferrying passengers, vehicles and goods across the channel in a scheduled time.

Key Responsibilities

- Ascertain ability and soundness of the ferry through pre-sea checks;
- Steer the vessel during un-berthing or mooring;
- Pilot or navigate the ferry safely and efficiently across the channel and ensuring safety of passengers, crews, vehicles, bikes, handcarts, goods and equipment;
- Log departure and arrivals of ferry journeys and incidents;
- Communicate and respond to calls from Kenya Port Authority control tower among other stations, on the movement of inbound and out bound vessels;
- Provide directions and instructions during emergencies; and
- Disseminate relevant safety information, instructions and guidance to ferry users onboard through the Public Address System.

Required qualifications and experience



- A minimum of Diploma in Social Science/ Management or related field from a recognized institution.
- Coxswains Certificate of Competency;
- Standard Training for Certification and Watch keeping (STCW);
- Seafarers (ITF)
- 3 years' relevant working experience in marine transport industry.
- Demonstrable experience in technical skills, ability to write, analyze and communicate technical reports.

2. Assistant Operations Officer - Grade FMVI: Post Ref: 1000/38/39/42/2018 - 3 Posts

Job Summary

Reporting to the Senior Operations Officer, the Assistant Operations Officer will be responsible for allocating duties to operational staff and oversee smooth running of operations.

Key Responsibilities

- Coordinate movement and availability of ferries as per operational schedule;
- Consolidate traffic sheets and pre-sea checks for records taking and ferry performance;
- Monitor flow of traffic to ensure safe service;
- Ensure operational staff are equipped with necessary working equipment;
- Ensure staff availability as per rota; and
- Ensure staff performs their duties as assigned.

Required qualifications and experience

- A minimum of Diploma in Management or Social Science from a recognized institution;
- Standard Training for Certification and Watch keeping (STCW);
- Seafarers (ITF) will be an added advantage
- A minimum of 3 years relevant working experience preferably in marine transport industry; and
- Ability to write complex reports
- Organizational Skills

3. Security Officer – Grade FMV – Post Ref: 8000-02/2018- 1 Post

Job Summary

Reporting to the Senior Security Officer, the Security Officer will be responsible for providing the strategic direction and overall management of security matters within the organization.

Key Responsibilities

- Ensure overall management of Internal security personnel and all outsourced security providers including hired security guards, national police, and any other enforcement agencies within KFS and coordinate all security related

- matters in the organization including meetings (with both internal and external staff), security awareness campaigns;
- Evaluate and appraise performance of hired security service providers and other enforcement agencies deployed to support the organization security needs and make appropriate
 - Spearhead development and implementation of company security manuals, policies, work instructions and other necessary tools
 - Conduct investigations on serious security matters and make appropriate interventions and/or recommendations on such and other security reports for management and follow up with relevant authorities.
 - Conduct security assessments of the entire facility in compliance with policy requirements and the ISPS code and make appropriate reports and follow up for implementation
 - Organization Security planning including: Preparation of security budgets in consultation with Finance department; Procurement plan for security in consultation with Procurement department;
 - Spearhead, coordinate and implement security awareness activities for staff and Ferry users and relevant stakeholders
 - Represent the organization in forums and stakeholders engagement activities on security related matters and any other issues of concern to the organization
 - Advise management on security issues within the organization; and
 - Develop and maintain a working network within the law enforcement agencies ranks, the local administration, the county government and any other relevant agency

Required qualifications and experience

- A minimum of Bachelors’ Degree in Social Sciences/Security Management/Law Enforcement
- Must have actively served in the disciplined services (National Police Service, KDF) and attained the rank of an Officer
- A minimum of 3 years relevant working experience
- Standard Training for Certification and Watch keeping (STCW) will an added advantage
- Must be Computer Literate
- Have Analytical Skills
- Ability to write complex reports
- Must possess High integrity level
- Must have Communication skills
- Must have interpersonal skills
- Ability to work under pressure

4. Security Assistant 1 – Grade FU1- Post Ref:8000-03/2018- 1 Post

Job Summary

The Security Assistant will be reporting to the Security Officer and will be responsible for overseeing efficiency of day to day security activities within the Kenya ferry area as a whole.



Key Responsibilities

- spearhead security operations within the area of operation sanctioned by the senior security officer in consultation with the National Police service officer
- Continuously gather information and intelligence with security bearing and share the same with the security office.
- Carry out investigations of security incidences within the institution and present findings to the relevant office for action
- Conduct regular briefing sessions to outsourced security personnel on processes, procedures and other pertinent issues for purposes of improving service delivery
- Ensure proper utilisation of security infrastructure including security equipment and conducting regular checks to ensure equipment and other infrastructure is in good working condition and appropriate report to relevant office for intervention in case of problems
- Conduct spot checks on deployment of outsourced security personnel for compliance with contract agreement, make reports out of the findings and forward the same to relevant office
- Check and confirm records kept by security guards to ensure they are kept according to the required standards and make report on the same;
- Check daily attendance and deployment schedule of security guards and any other security personnel and filing of records as required
- Inform and advice security officer on any security related matter that may be of importance to the company;

Required Qualifications and Experience

- A minimum of Diploma in Security Management
- Must have actively served with the National Police Service, KDF or NYS as an NCO
- Standard Training for Certification and Watch keeping (STCW) will be an added advantage
- At least 3 years' experience relevant working experience
- Must be Computer Literate
- Have Analytical Skills
- Ability to write complex reports
- Must possess High integrity level
- Must have Communication skills
- Must have interpersonal skills
- Ability to work under pressure

5. Security Assistant II – Grade FU2- Post Ref:8000-17/18/2018- 2 Post

Job Summary

The Security Assistant will be reporting to the Security Officer and will be responsible for overseeing efficiency of day to day security activities within the Kenya ferry area as a whole.

Key Responsibilities

- spearhead security operations within the area of operation sanctioned by the senior security officer in consultation with the National Police service officer



- Continuously gather information and intelligence with security bearing and share the same with the security office.
- Carry out investigations of security incidences within the institution and present findings to the relevant office for action
- Conduct regular briefing sessions to outsourced security personnel on processes, procedures and other pertinent issues for purposes of improving service delivery
- Ensure proper utilisation of security infrastructure including security equipment and conducting regular checks to ensure equipment and other infrastructure is in good working condition and appropriate report to relevant office for intervention in case of problems
- Conduct spot checks on deployment of outsourced security personnel for compliance with contract agreement, make reports out of the findings and forward the same to relevant office
- Check and confirm records kept by security guards to ensure they are kept according to the required standards and make report on the same;
- Check daily attendance and deployment schedule of security guards and any other security personnel and filing of records as required
- Inform and advice security officer on any security related matter that may be of importance to the company;

Required Qualifications and Experience

- A minimum of Diploma in Security Management
- Must have actively served with the National Police Service, KDF or NYS as an NCO
- Standard Training for Certification and Watch keeping (STCW) will be an added advantage
- At least 1 year relevant working experience.
- Must be Computer Literate
- Have Analytical Skills
- Ability to write complex reports
- Must possess High integrity level
- Must have Communication skills
- Must have interpersonal skills
- Ability to work under pressure

HUMAN RESPOURCE AND ADMINISTRATION DEPARTMENT

1. Driver- Grade FU3- Post Ref: 4000-24/2018 - 1 Post

Job Summary

Reporting to the Senior Human Resource Officer, the Driver will be responsible for facilitating staff movement i.e. driving staff to and from KFS & ensure KFS & other stakeholders get mail at the right time daily.

Key Responsibilities

- Facilitate movement of company officials, dignitaries and KFS staff on official duty to assigned destinations;



- Carry out health checks and cleanliness on the allotted duty vehicle; and
- Run errands such delivery & collection of mail & newspapers to their respective destinations when required

Required Qualifications and Experience

- Minimum of Kenya Secondary School Certificate (KCSE) or its equivalent from a recognized institution;
- Valid BCEFG driving license;
- First Aid Course from St. John Ambulance or KIHBT or any other recognized institution;
- Defensive Driving Certificate from Automobile Association (AA) of Kenya or its equivalent from a recognized institution;
- A valid Certificate of Good Conduct from Criminal Investigations Department;
- Suitability Test for Drivers Grade III will be an added advantage;
- Occupational Trade Test III will be an added advantage;
- 6 years relevant working experience; and
- Demonstrable interpersonal and communication skills.

2. Human Resource & Admin. Clerk - Grade FU2- Post Ref: 4000-13/2018- 1 Post

Job Summary

Reporting to the Senior Human Resource Officer, the Human Resource & Admin. Clerk will be responsible for ensuring effective service delivery to staff, smooth running of Human Resource & Administration Office and processing of Human Resource & Administration data.

Key Responsibilities

- Process and maintain staff duty travel records;
- Process approved casual workers' requisition and maintaining their records;
- Fill in materials requisition forms as requested from time to time for HR department and follow up;
- Co-ordinate issuance of staff uniforms and protective clothing;
- Process students' industrial attachment applications as directed;
- Update and maintain confidential staff personal records; and
- Process staff ID's and passes.

Required Qualifications and Experience

- Minimum of Kenya Secondary School Certificate (KCSE)
- Certificate in Human Resource Management
- 3 Years relevant experience
- Excellent analytical, Interpersonal & Communication Skills

GUIDELINES

Applications, accompanied by a detailed CV containing academic qualifications, professional qualifications, work experience, current and expected remuneration, e-mail addresses, day telephone contacts as well as copies of relevant certificates,

testimonials, national identification card, are invited from persons qualified for the positions described above. The applicants should also provide names, telephone numbers and contact addresses of at least three professional referees who are knowledgeable about their competence and area of specialization.

Applications by qualified and suitable applicants for the position should be sent to the undersigned to be received on or before **14th December, 2018**

The Managing Director,
Kenya Ferry Services Limited,
Headquarters Office,
Gaza Road, Off Mwinyi Babu Road - Peleleza
P.O. Box 96242 - 80110,
MOMBASA.

The reference number and title of the position applied for **MUST** be clearly indicated on the **ENVELOPE**.

Kenya Ferry Services is an equal opportunity employer committed to diversity and gender equity within the organization. Applicants comprising persons living with disabilities (PWDs), those from marginalized areas and women are encouraged to apply.

TERMS OF SERVICE AND REMUNERATION

All the above positions are challenging and offer attractive and competitive remuneration packages which include basic salary, house allowance, medical cover, leave travel allowance and other benefits in accordance with the Kenya Government Public Service guidelines.

SELECTION COMMUNIQUE

Applications without relevant qualifications, copies of documentation/ details as sought for will not be considered. Any form of Canvassing will lead to automatic disqualification. Only shortlisted candidates shall be contacted.

The advert is also available at the Kenya Ferry Services Limited website; www.kenyaferry.co.ke

***“Kenya Ferry Services Limited is an Equal Opportunity Employer.*”**

