



JOB VACANCY ANNOUNCEMENT - 10/07/2025
NON-REVENUE WATER ASSISTANT OFFICER
JOB REFERENCE: NYANDAWAS/CMT/008/2025

Nyandarua Water and Sanitation Company Limited, a private water utility company fully owned by the County Government of Nyandarua and with a mandate to provide water and sanitation services in Nyandarua County is seeking to recruit a self-driven individual for the position of **non-revenue water assistant Officer**

Job Purpose

To support the identification, reduction, and control of Non-Revenue Water (NRW) by conducting field inspections, leak detection, data analysis, meter verification, and monitoring illegal connections.

Key Responsibilities/ Duties /Tasks: -

1. Assist in the implementation of NRW reduction strategies and action plans.
2. Conduct routine patrols to identify leaks, bursts, and illegal water connections.
3. Support active leak detection using basic tools or acoustic devices.
4. Participate in district metered area (DMA) analysis, including flow and pressure monitoring.
5. Verify meter readings, check for faulty or bypassed meters, and report anomalies.
6. Assist in customer meter audits and data verification exercises.
7. Collaborate with meter readers and plumbers to resolve discrepancies in water use or meter performance.
8. Maintain updated records of leakages, illegal connections, meter issues, and interventions made.
9. Educate customers on proper water use and legal service connections.
10. Support enforcement actions such as disconnection of illegal users or tampered meters.
11. Monitor water losses at production and distribution points.
12. Assist in GIS mapping or GPS tagging of infrastructure related to NRW control.
13. Prepare daily or weekly reports on field findings, water loss trends, and recommended actions.

14. Ensure the proper use and care of NRW tools, equipment, and protective gear.
15. Participate in community awareness campaigns on reducing wastage and illegal use of water.

Job Requirements

- i. Diploma in Water Engineering, Plumbing, Environmental Science, or a related technical field with at least 2 years' experience.
- ii. Basic training in Non-Revenue Water management, leak detection, or water audit is an added advantage.
- iii. Computer literacy (MS Excel, Word, or data collection apps).
- iv. Familiarity with GIS, GPS tools, or flow/pressure monitoring equipment is desirable.
- v. Motorbike riding license (if required for field mobility) is an added advantage.
- vi. Basic understanding of water supply systems and NRW components.
- vii. Field investigation and reporting skills.
- viii. Ability to detect and report leaks, bursts, or meter tampering.
- ix. Keen attention to detail when inspecting pipelines, meters, and connections.
- x. Problem-solving skills and ability to analyse simple data.
- xi. Good communication and teamwork abilities.
- xii. Integrity, accountability, and discretion when handling sensitive customer information.
- xiii. Familiarity with rural terrain and ability to work under minimal supervision.
- xiv. Physical fitness for fieldwork in all weather conditions.
- xv. Willingness to work odd hours, including during emergencies or night patrol
- xvi. Have good interpersonal relations and communication skills
- xvii. Successful Candidate must satisfy the requirements of chapter six of the constitution of Kenya 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 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 fixed contract term of **3 YEARS** renewable subject to satisfactory performance evidenced by continuous achievement of performance targets.

APPLICATION INSTRUCTIONS

Application packages in a sealed envelope which include a cover letter, detailed CV and certified copies of certificates and testimonials should be sent by post or courier to: -

**The Managing Director
Nyandarua Water and Sanitation Company,
P.O. Box 164- 20300,
Nyahururu.**

In addition to the Hard copy of the application, a soft copy should be sent to recruitment@nyandaruawater.co.ke before the expiry of the closing date (25TH July 2025, 17:00 Hours) with the VACANCY NUMBER as the email subject.

Note:

- The Vacancy number should be clearly marked on the left top corner of the outer envelope of the application package.
- Only shortlisted candidates will be contacted.
- Canvassing in any way will lead to automatic disqualification.
- Include your current gross remuneration on the cover letter.

CLOSING DATE: (25TH July 2025, 17:00 Hours)