



Electricity Generation Company (Malawi) Limited

## VACANCIES

Applications are invited from suitably qualified persons of Malawi origin to fill the following vacant positions at Electricity Generation Company (Malawi) Limited (EGENCO).

### **ASSISTANT PROJECTS ELECTRICAL ENGINEER (GRADE EG 7)**

Tenable in the company at the Head Office, Chayamba building, Blantyre, this position reports to the Projects Development and Contracts Manager.

#### **JOB SPECIFICATIONS**

- Participate in procurement process of Contractor/s.
- Facilitate and advise project stakeholders on permits and any licensing requirements required.
- Check and validate project designs and make sure they are in compliance with specifications, standards and approved work methods.
- Check that project submittals are appropriately recorded and archived.
- Inspect contractors' work and report any deviations to the Project Manager.
- Inspect quality of equipment installations, materials and tools supplied and witness commissioning tests.
- Monitor and report any form of non-compliance by Contractor/s to requirements of applicable laws and regulations.
- Assist in preparation and implementation of Project Execution Plan (PEP).
- Ensure all Contractors' procedures and calculations are submitted for client review.
- Validate payment certificates and variation orders.

#### **PERSON SPECIFICATIONS**

- At least 25 years of age and above.
- Bachelor of Science in Electrical Engineering.
- Minimum of two (2) years' experience in an engineering project related environment.
- Experience in power related projects.
- Ability to read, interpret engineering documentation and apply engineering skills to review designs.
- Proficient in both Oral and Written English.
- Ability to work effectively with teams and work on tight deadlines.
- Skills and experience in the use of Microsoft Project shall be an added advantage.

### **RISK MANAGEMENT OFFICER (FINANCIAL OPERATIONS) (GRADE EG 6)**

Tenable in the company at the Head Office, Chayamba building, Blantyre, this position reports to the Chief Risk Management Officer.

## **JOB SPECIFICATIONS**

- Manage the process of identifying, assessing, monitoring and reporting of risks affecting the Company's business.
- Advise on investment opportunities and use of appropriate financial hedging instruments.
- Evaluate internal control systems and risk mitigation factors and recommending improvements on weaknesses.
- Monitor the Company's financial risk management plans and programs.
- Participate in the process of developing risk management policies and procedures.
- Develop risk limits for specific tasks and submitting the same for review to the Chief Risk Management Officer.
- Maintain a risk register for financial operations of the Company.
- Develop annual risk management plans for the Financial Operations of the Company in line with the Strategic Plan.
- Prepare annual financial and other resources budget for the Risk Management function.
- Perform any other work related duties as may be assigned by the Chief Risk Management Officer.

## **PERSON SPECIFICATIONS**

- Holder of a Bachelor's Degree in Accountancy or Business Administration from a recognized university and a professional accounting qualification such as ACCA, CIMA or equivalent.
- Must have at least 5 years experience in Risk Management or a closely related field.
- Aged between 25 and 40 years with demonstrable ability to work with minimum supervision.
- Have excellent interpersonal skills.
- A team player, innovative and results oriented.

## **METHOD OF APPLICATION**

Interested persons should submit applications attaching a comprehensive CV, relevant certificates, and names of three (3) traceable referees to reach the undermentioned not later than **24<sup>th</sup> February 2024**.

Acting Director of Human Resources Management  
Electricity Generation Company (MW) Ltd  
Chayamba Building – Floor No. 4  
P O Box 1567  
**BLANTYRE**

**EGENCO IS AN EQUAL OPPORTUNITY EMPLOYER**