

## **VACANCIES**

Find opportunities for growth and great experience in a fast-growing establishment, by joining the Kipchimchim Group of Companies. We are seeking competent and results-driven individuals to join our dynamic team in the following position:-

- 1 Sugar Factory Managers & Asst. Factory Managers - Advert No. KG/06/6/2026**
- 2 Security Managers - Advert No. KG/07/6/2026**
- 3 Security Supervisors - Advert No. KG/08/6/2026**
- 4 Mechanical Fitters - Advert No. KG/07/6/2026**

For details regarding the above positions, please visit our Careers page at <https://www.kipchimchimgroup.com/>

**Application deadline: 30<sup>th</sup> June, 2026**

---

### **Position 1: Factory Managers & Asst. Factory Managers - KG/06/6/2026** **Reports To: General Manager/CEO**

#### **Job Overview**

To provide strategic, technical, and operational leadership to the entire sugar factory to ensure maximum cane throughput, optimal sugar recovery, quality production, minimal downtime, and full compliance with industry, safety, and environmental standards.

Supervises; Premill Section, Milling Tandem Juice Heaters & Evaporators, Clarifier Section Magma / Remelt Section Crystallization & Pan Boiling Section Centrifugal Section Sugar Hopper & Grader Section Bagging & Dispatch Section Boilers & Turbines Engineering & Maintenance Quality Assurance Safety & Compliance Teams.

**Asst. Factory Managers will assist the Factory Manager in undertaking the following roles:-**

#### **Key Duties and Responsibilities:**

##### **1. Factory Operations Oversight**

- **Oversee and supervise all sections of sugar processing, including** Premill, Mill section, Evaporators, Clarifiers, Magma / Remelt section, Crystallization section, Centrifugal, Sugar hopper & grader, Bagging and packing section etc and ensure all sections operate continuously and efficiently to achieve optimum recovery.

##### **2. Production Planning & Operational Efficiency**

- Prepare and implement daily, weekly and monthly crushing and production plans based on cane supply.
- Monitor KPIs including crush rate, pol extraction, steam economy, and overall recovery.
- Analyze process losses and implement continuous improvement measures to ensure efficient production.
- Reduce factory stoppages by ensuring timely troubleshooting and section coordination.



- Oversee materials movement from cane delivery through operations to sugar bagging and shipment.
- Monitor and manage Factory budgets ensuring cost effective operations and controls are in place.
- Accountable for custody of all company assets in the Factory.
- Maintain and optimize the use of machinery and equipment
- Organize and ensure costs effective timely delivery of spares and materials.
- Work jointly with maintenance and engineering teams to ensure equipment reliability.
- Ensure proper maintenance of mills, gearboxes, crystallizers, clarifiers, boilers, turbines, evaporators, centrifugal, graders, and conveyors.
- Lead factory maintenance planning during off-crop season and approve preventive and corrective maintenance schedules for all processing sections.
- Monitor resources, minimize process losses and optimize cost efficiency across all operational units.

### **3. Quality Assurance & Compliance**

- Ensure sugar meets KEBS, ISO, and internal quality specifications.
- Oversee process sampling, laboratory testing, and corrective actions.
- Ensure compliance with environmental standards (NEMA), OSHA, and factory licensing regulations.

### **4. Safety, Health & Environment (SHE) Compliance**

- Enforce strict safety controls across all processing sections.
- Ensure that all Operations comply with Health, Safety, Environmental, Food Safety, RA and all other legal requirements and standards guidelines
- Conduct regular safety audits and risk assessments and implement emergency preparedness programs and conduct safety audits implement and maintain safety protocols to prevent accidents and injuries.
- Ensure compliance with Occupational Health requirements.
- Review monthly medical and accident reports for risk trend identification.
- Facilitate employee wellness and health promotion initiatives within the factory.

### **5. Leadership & Human Resource Management**

- Lead and supervise section heads, shift engineers, chemists, Operators, technical staff and General attendants.
- Set performance targets and evaluate section achievements.
- Ensure staff discipline, shift coordination, and adequate staffing levels.
- Conduct technical training, facilitate training and development opportunities and ensure knowledge transfer to enhance team performance.
- Handling administrative escalations, grievances, and conflict resolution related to factory staff.
- Foster a collaborative work environment.



## **6. Coordination & Reporting**

- Coordinate closely with Agriculture and Transport teams to synchronize cane supply.
- Prepare regular reports on production performance, quality, safety, and other key metrics.
- Maintain accurate and up-to-date records of all factory operations.
- Communicate effectively and present technical performance trends and improvement strategies to management.

## **7. Continuous Improvement & Innovation**

- Introduce process automation tools and monitors where applicable.
- Benchmark operations with best-performing sugar mills locally and internationally.
- Drive initiatives to improve overall plant efficiency and sugar quality.

## **8. Stores & Inventory Management**

- Oversee the Engineering/Factory Store to ensure:
  - Timely issuance of spare parts and consumables.
  - Zero stock-outs of critical items during peak crushing.
  - Proper receipt, inspection, and storage of all materials.

## **Required Qualifications & Experience**

- Bachelor's degree in Mechanical Engineering, Chemical Engineering, Industrial Engineering, Process Engineering, Manufacturing Engineering, or a related field.
- A Master's degree in Business Administration (MBA), Engineering Management, or Operations Management is an added advantage.
- Professional certifications in operations management, project management, occupational health and safety, or quality management systems are desirable.
- Minimum **8–15 years** of progressive experience in industrial manufacturing, preferably within the sugar, food processing, agro-processing, or related manufacturing sector.
- At least **5 years** in a senior management or supervisory role overseeing production operations.
- Demonstrated experience managing large-scale production processes, maintenance functions, and multidisciplinary teams.
- Experience with factory budgeting, cost control, and performance management.

## **Key Competencies**

- Excellent leadership, communication, and interpersonal skills.
- Strong problem-solving, negotiation, and organizational skills.
- High level of integrity, confidentiality, and professionalism.
- Ability to work under pressure, manage multiple priorities and meet strict deadlines.
- Strong organizational and time management skills.
- Attention to detail and a commitment to quality.
- Strong analytical and decision-making ability.
- Effective team leadership and supervision.

---

**Position 2: Security Managers - KG/07/6/2026**  
**Reports To: General Manager/CEO**

**Job Overview**

Provides leadership and oversight on all security personnel/operations. The job holder is responsible for planning, directing, and coordinating all security operations within the organization to ensure the safety and security of employees, visitors, assets, facilities, and information. The role involves managing security personnel, enforcing security policies, conducting risk assessments, and ensuring compliance with legal and organizational security requirements.

**Key Duties and Responsibilities:**

**1. Security Operations Management**

- Develop, implement, and maintain security policies, procedures, and standards.
- Manage all security personnel and contracted security service providers.
- Oversee daily security operations across all company premises.
- Ensure effective access control, surveillance, and monitoring systems are in place and functioning properly.
- Ensure the protection of company assets, including material stocks, machinery, vehicles, warehouses, Weighbridges and offices.
- Coordinate security coverage for all company facilities and activities.
- Plan and manage security budgets and resource allocation.

**2. Risk Assessment and Loss Prevention**

- Conduct regular security risk assessments and vulnerability analyses.
- Conduct regular security audits and inspections.
- Identify potential security threats and recommend mitigation measures.
- Develop and implement loss prevention strategies to minimize theft, fraud, vandalism, and other security incidents.
- Investigate security breaches and recommend corrective actions.
- Monitor CCTV systems, access control systems, and alarm systems.

**3. Personnel Management**

- Supervise, train, and evaluate security officers and supervisors.
- Prepare duty rosters and ensure adequate staffing levels.
- Conduct performance reviews and provide coaching and development opportunities.
- Enforce discipline and adherence to security procedures among security staff.

**4. Incident Management and Investigations**

- Lead investigations into security incidents, accidents, thefts, fraud, vandalism, misconduct and other breaches
- Prepare detailed incident and investigation reports.
- Liaise with law enforcement agencies and other relevant authorities when necessary.
- Ensure timely reporting and resolution of security-related matters.

## **5. Emergency Preparedness**

- Conduct risk assessments and recommend appropriate security measures.
- Develop, maintain and coordinate emergency response and crisis management plans including fire, accidents, and security threats..
- Coordinate fire safety, evacuation drills, and emergency response activities.
- Ensure readiness for emergencies including fire, medical emergencies, and security threats.

## **6. Compliance and Reporting**

- Ensure compliance with company policies, industry standards, and applicable laws and regulations.
- Prepare periodic security reports and present recommendations to management.
- Monitor security budgets and control security-related expenditures.
- Maintain accurate records of security incidents, investigations, and personnel activities.
- Ensure compliance with occupational health and safety regulations.

## **7. Stakeholder Engagement**

- Work closely with department heads to address security concerns.
- Liaise with external security service providers, government agencies and local administration on security matters.
- Liaise with law enforcement agencies
- Promote security awareness among employees including security awareness training for employees.

## **Required Qualifications & Experience**

- Bachelor's Degree in Security Management, Criminology, Law, Business Administration, or a related field.
- Professional security certification will be an added advantage.
- Minimum of 5 years' experience in security management, law enforcement, military service, or a related field.
- Experience managing teams and security operations.

## **Key Competencies**

- Strong leadership, team management and supervisory skills.
- Excellent investigative and analytical abilities.
- Knowledge of security systems and risk management practices.
- Strong organizational and time management skills.
- Strong decision-making and problem-solving.
- Strong report writing and communication skills.
- Conflict resolution and decision-making skills.
- High integrity, professionalism, and confidentiality.
- Proficiency in Microsoft Office and security management systems.

---

## **Position 3: Security Supervisors - KG/08/6/2026**

### **Reports To: Security Manager**

#### **Job Overview**

The Security Supervisor is responsible for overseeing the day-to-day activities of security personnel and ensuring the effective implementation of security policies, procedures, and controls. The role is responsible for maintaining the safety and security of employees, visitors, company assets, and premises through effective supervision, monitoring, and incident management through proper deployment and management of security officers.

#### **Duties & Responsibilities**

##### **1. Security Operations**

- Supervise and coordinate the activities of security officers on assigned shifts.
- Ensure all security posts are adequately manned and operational at all times.
- Ensure all entry and exit points are properly controlled.
- Conduct regular patrols and inspections of company premises to identify and address security risks.
- Monitor access control procedures and ensure compliance with visitor management protocols.
- Monitor CCTV surveillance and alarm systems and ensure security equipment, alarms, CCTV systems, and communication devices are functioning properly.
- Monitor patrol activities and guard performance.
- Conduct regular inspections of company premises.

##### **2. Staff Supervision**

- Prepare and manage duty rosters and coordinate shift handovers of security personnel.
- Brief security officers at the beginning of each shift and communicate relevant instructions.
- Monitor attendance, punctuality, grooming, and performance of security staff.
- Provide guidance, coaching, and on-the-job training to security officers.
- Report misconduct, absenteeism, and performance concerns to management.
- Train and mentor junior security personnel.

##### **3. Incident Management**

- Respond promptly to security incidents, emergencies, alarms and security breaches.
- Conduct preliminary investigations into accidents, thefts, losses, security breaches, and other incidents.
- Collect evidence, obtain witness statements, and prepare incident reports.
- Escalate serious incidents to management and relevant authorities as required.
- Respond promptly to emergencies.

#### **4. Safety and Compliance**

- Ensure compliance with security procedures and company security policies, procedures, and safety regulations.
- Enforce access control, key control, and asset protection measures.
- Participate in emergency response activities, evacuations, and fire drills.
- Identify security vulnerabilities and recommend corrective actions.

#### **5. Reporting and Documentation**

- Maintain accurate occurrence books, patrol logs, visitor registers, incident records and security equipment.
- Prepare daily, weekly, and monthly security reports.
- Record and report any unusual activities or security concerns.
- Ensure proper handover between shifts.

#### **6. Customer Service and Stakeholder Relations**

- Maintain professional interactions with employees, visitors, contractors, and customers.
- Escort visitors and contractors where necessary.
- Address security-related concerns promptly and professionally.
- Liaise with law enforcement agencies, emergency services, and other stakeholders when necessary.

#### **Required Qualifications & Experience**

- Diploma or Certificate in Security Management, Criminology, Law Enforcement, or a related field.
- Minimum of 3–5 years' experience in security operations, with at least 1–2 years in a supervisory role.
- Experience in managing security teams and handling incidents.
- Experience in incident management and investigation.
- Knowledge of security systems and emergency procedures.

#### **Key Competencies**

- Leadership, supervisory and team management skills.
- Observation and attention to detail.
- Strong observation and investigative abilities.
- Excellent communication and report-writing skills.
- Decision-making and problem-solving skills.
- Strong organizational and time management skills.
- Knowledge of security procedures and emergency response protocols.
- Ability to work under pressure and respond effectively to emergencies.
- High level of integrity, professionalism, and confidentiality.
- Basic computer literacy and report preparation skills.

## **Position 4: Mechanical Fitters - KG/09/6/2026**

### **Reports To: Mechanical/Shift Engineer**

#### **Job Overview**

Mechanical Fitters will be responsible for installing, maintaining, and repairing mechanical equipment used in tea/sugar mills, including crushers, conveyors, boilers, and turbines. The ideal candidate should have strong technical skills, knowledge of tea/sugar mill machinery, and the ability to work in an industrial environment.

#### **Key Duties and Responsibilities**

- Maintain and optimize the use of machinery and equipment.
- Read and interpret engineering drawings, blueprints, and machine manuals.
- Ensure compliance with safety and quality regulations and standards, that required PPEs and task specific safety gear is worn at all times and that equipment are inspected for sound condition before use.
- Collaborate with engineers, electricians, and production teams for efficient plant operations.
- Generate and maintain records of repairs, maintenance, and parts inventory performance and recommend improvements for planning and resource allocation purposes.
- Install, assemble, re-assemble, dismantle, inspect, refurbish and align new machinery, mechanical components and production equipment according to drawings and specifications.
- Conduct routine maintenance and inspections to ensure smooth and continuous mill operation.
- Diagnose and troubleshoot mechanical failures in production equipment reducing downtime.
- Perform preventive and corrective repairs of mills, equipment and machinery.
- Repair and replace defective machine parts, such as gears, bearings, conveyors, mills, turbines, compressors, shafts and other factory machinery.
- Respond promptly to equipment breakdowns and performing quick repairs.
- Work with hydraulic and pneumatic systems used in sugar processing
- Use hand tools, power tools and specialized equipment for assembly and installations
- Perform welding, cutting, and fabrication as needed
- Inspect mechanical systems, perform lubrication, alignment and balancing of mechanical equipment and identify wear, damage or safety issues to be addressed.
- Perform basic fabrication work including cutting, drilling, grinding and welding support activities including equipment upgrades and modifications.
- Participate in continuous improvement initiatives to enhance efficiency in production and reduce downtime.
- Participate in annual factory shutdowns and major maintenance projects.
- Follow Factory safety procedures, use of appropriate PPEs and report unsafe conditions and incidents promptly.

- Maintain cleanliness and orderliness of work areas, tools and equipment and ensure proper storage and handling of spare parts and maintenance tools.

### **Required Qualifications & Experience**

- Certificate, Diploma, or Trade Test in Mechanical Fitting, Industrial Maintenance, Mechanical Engineering, or related field.
- Minimum of 2–5 years' experience in an industrial manufacturing environment, preferably in a sugar factory, food processing plant, or heavy industry.
- Knowledge of rotating equipment, pumps, gearboxes, conveyors, bearings, and hydraulic systems.
- Ability to read and interpret mechanical drawings and technical manuals.
- High level of integrity, accuracy, and attention to detail.
- Ability to work under pressure and meet strict deadlines.
- Strong coordination and follow-up ability
- Time management and multitasking
- Team player with a proactive attitude

### **HOW TO APPLY:**

**Application Procedure Click the below link**

<https://forms.gle/ThmHv5Z2fMjkapuMA>

### **ALL Applications-**

- Shall be done online at: [www.kipchichimgroup.com](http://www.kipchichimgroup.com)
- If you meet the above qualifications, please apply through the form provided in the link above.
- Interested candidates with the required qualifications should submit their applications clearly selecting the position applied for and Vacancy Reference No.
- Each application should be accompanied with an application letter, detailed curriculum vitae, copies of relevant academic and professional certificates, national identity card or passport, testimonials and other relevant supporting documents.
- **Application letter and supporting documents should be attached as ONE PDF file.**

### **APPLICATION DEADLINE:**

Applications to be submitted **ONLINE** not later than **30<sup>th</sup> June, 2026**. Further information can be obtained on our website: [www.kipchichimgroup.com](http://www.kipchichimgroup.com)

*The Kipchichim Group of Companies is an Equal Opportunity Employer. All qualified individuals are encouraged to apply.*

**Group Human Resource Manager  
Kipchichim Group of Companies  
P.O. Box 1314-202000 Kericho  
KERICHO**