



VACANCY

Our Client, **National Housing Corporation (NHC)** is a statutory body established by an Act of Parliament Cap. 117 whose mandate is to implement the Government's Housing Policies and Programmes. NHC is seeking to recruit results driven and highly motivated individuals to fill the following exciting and challenging positions.

General Manager Estates- NHC/GME/03/2021

Reporting to the Managing Director, the General Manager Estates will be responsible for providing overall leadership and management of the Estates Division within the Corporation.

Key Duties and Responsibilities

- Formulate and implement NHC Estate Management policies and programmes;
- Provide leadership in the Estates Division and advise the Managing Director and the Board on all Property Management related matters;
- Carry out valuations of Corporation's properties;
- Undertake Estates administration, leasing, letting, and advising on property trends and prices;
- Enforce rent collections, repairs and maintenance of NHC buildings and Estates;
- Ensure marketing and sales of developed projects, and
- Undertake user reaction surveys and all other incidental matters.

Person Specifications

- Be a holder of a Bachelor's degree in Land Economics, Real Estate or equivalent from a recognized University;
- Be a holder of a Master's degree in any of the following areas; Land Economics/ Real Estate/ Property Management/ Housing Administration/Valuation/Strategic Management;
- Be registered as a Full member in good standing with the Institution of Surveyors of Kenya (ISK) for a minimum period of eight (8) years;
- Have fourteen (14) years' work experience in Real Estate, Housing or Property Management, eight (8) of which should have been served at the Senior Management level; and
- Demonstrate practical knowledge in prevailing Property laws and Real estate management.

General Manager Technical- NHC/GMT/03/2021

Reporting to the Managing Director, the General Manager Technical will be responsible for coordinating all aspects related to the execution of housing development projects in the Corporation.

Key Duties and Responsibilities

- Provide overall strategic leadership for the technical operations in the Architectural, Quantity Surveying, Land Surveying and Engineering sections;
- Responsible for the design, supervision and administration of construction projects;
- Develop and review operating policies and procedures;
- Oversee costs, completion schedules and quality assurance of projects;
- Prepare budgets for the technical services and exercise control on expenditure;
- Provide professional advice to the Managing Director and the Board on the preparation and implementation of projects; and
- Develop with the assistance of the main users and the other senior engineers, equipment replacement programs for approval by Management.

Job Specifications

- Be a holder of a Bachelors Degree in Engineering (any option), Building Economics, Architecture, Land Surveying, or an equivalent;
- Be a holder of a Masters Degree in any of the above disciplines, or an MBA;
- Be registered with a relevant professional body for a minimum period of 8 years;
- Have fourteen (14) years' work experience, eight (8) of which should have been served at a Senior Management level; and
- Possess Project Management skills, leadership qualities and be an excellent communicator.

General Manager EPS Factory- NHC/GM-EPS/03/2021

Reporting to the Managing Director, the General Manager EPS Factory will be responsible for providing overall leadership and oversight to the operations of the EPS Factory.

Key responsibilities

- Develop and recommend to the NHC Management and Board of Directors long term strategies, business plans and annual operating budgets for the Factory;
- Formulate the EPS strategic plan and ensure continuous achievement of set goals and objectives;
- Oversee the day to day operations of the Factory and staff and ensure implementation of policies and programs;
- Prepare relevant business proposals and Factory marketing plans;
- Responsible for branding the Factory and its products and publicizing the EPS building technology; and
- Foster a corporate culture that promotes ethical practices and good corporate governance in the Factory.

Job Specifications

- Bachelors' degree in Engineering or Business Administration or related field from a recognised University;
- Holder of a Masters degree in Finance, Strategic Management or related field from a recognised University;
- Minimum of fourteen (14) years' work experience with five (5) years of manufacturing management;
- Professional qualifications in production management or built-up environment;
- Valid membership and in good standing with a relevant professional body;
- Knowledge of statutory legislations governing the housing sector is desirable; and
- Demonstrate business understanding and commercial acumen.

Key Competencies for all positions:

- Knowledge of computerized systems relevant to the position.
- Highly analytical individual with ability to gather, analyze and evaluate facts and with ability to prepare and present concise oral and written reports;
- Demonstrate excellent managerial and leadership skills and an effective communicator;
- Personal integrity with good work ethics and knowledge of principles of good corporate governance;
- Ability to establish and retain effective working relationships with both internal and external stakeholders.

Candidates will be required to satisfy the following additional requirements:

- Tax Compliance Certificate from the Kenya Revenue Authority;
- Clearance Certificate from the Higher Education Loans Board;
- Certificate of Good Conduct from the Directorate of Criminal Investigations;
- Report from an Approved Credit Reference Bureau; and
- Clearance from the Ethics and Anti-Corruption Commission.

Remuneration & Employment Terms

- General Managers – Gross Salary: Ksh. 268,483 - 380,743 Per Month.
- The positions of General Manager shall be on a three (3) year renewable contract.
- Successful candidates will be subject to performance contracting.

If you believe you can clearly demonstrate the abilities to meet the relevant criteria for the roles above, please submit your application including copies of your academic and professional certificates, testimonials and your resume, including among other details your current position, current remuneration, email and telephone contacts of three (3) referees familiar with your qualifications and work experience.

To be considered, your application must be received not later than **Friday 23rd APRIL 2021** addressed to the contact provided below. Only shortlisted candidates will be contacted.

**The Director,
Executive Selection Division
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Deloitte Place, Waiyaki Way Westlands,
Nairobi, Kenya**

For the full details about this position, and how to apply; kindly log onto our e-recruitment platform via <https://www2.deloitte.com/ke/en/careers/executive-search-recruitment.html> Email or hard copy applications will **NOT** be accepted. All applications **MUST** be submitted through the e-recruitment portal to be considered.

National Housing Corporation is an Equal Opportunity Employer (EOE) and persons with disabilities (PWD) are encouraged to apply. Canvassing will lead to automatic disqualification.

Deloitte.