



1. JOB TITLE: Laboratory technician – Twiga Cement

Areas of responsibility: As assigned

Reports to: Laboratory Superintendent

Specific knowledge: A minimum of three (3) years working experience in Cement factory

Due date: 7/1/2026 12:00 AM

Main duties

- Monitoring of all quality control routine activities from mining to parking plant by ensuring proper sample collection, analysis, test results record, interpretation and communication to responsible teams on time.
- To maintain the laboratory methods and procedures for the chemical and physical section.
- Authority managing shift workers in a particular shift in the department and communicating the feedback to the supervisor/ Quality and Process manager.
- To advise on the maintenance of laboratory methods and procedures.
- Ensure OSHA compliance as per company and statutory requirements.
- Compliance with the HC Group of business conduct, compliance policies and Guidelines.
- Perform any other duties as may be assigned by the supervisor.

Minium requirements (Qualifications)

1. Bachelor's degree in chemistry/laboratory Technician or related field.
2. Knowledge of chemistry and computer literacy.

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2. Position: Maintenance Planner – Twiga Cement

Areas of Responsibility: As assigned

Reports To: Maintenance Control Centre (MCC) Manager

Specific Knowledge: Experience: Minimum of 5 years working experience in cement plant

Due Date: 7/1/2026 12:00 AM

Main Duties

1. Prepare routine/shut down Planning of Equipment and report for Execution Process.
2. Responsible for overall decision in his/her area based on given quality requirement and customer satisfaction.
3. Work with EAM system to ensure proper implementation of MIP include WR, WO, Spare parties, Services etc.
4. Prepare and planning any request which comes from inspection results to ensure that the reported problem is fixed.
5. Prepare AFE for project initiating.
6. Initiate program for time and cost saving.
7. Prepare and conduct Root Cause Failure Analysis Weekly and act from proposed solution.
8. Collaborating with other departments to ensure that reliability is integrated into all aspects of the organization.
9. Prepare maintenance reports as per requirement.
10. Compliance to HC Group Code of Business Conduct, Compliance Polices and Guidelines Ensure OSHA compliance as per company and statutory requirements.
11. Perform any other duties as may be assigned by the immediate supervisor.

Minimum Requirements (Qualifications)

1. Bachelor's degree in mechanical engineering
2. Condition monitoring equipment and computerized maintenance system
3. Leading skills
4. Soft skills like MS Project

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