



# Job Description

9th Floor Tanzanite Park, Victoria, Dar es Salaam, Tanzania | +255 758 778 886 | info@empower.co.tz

<b>Job Title</b> Projects Field Supervisor	<b>Job Location</b> Dar es Salaam	<b>Category</b> -
<b>Job Type</b> Full Time	<b>Job level</b> Supervisory	<b>Industry</b> Telecom Services & Equipment
<b>Open to Expatriates</b> Only Open to Tanzanian Nationals		

## Minimum Requirements

<b>Min Budget</b> -	<b>Max Budget</b> -	<b>Primary Industry</b> Telecom Services & Equipment: 5 Years
<b>Secondary Industry</b> -	<b>Primary Category</b> -	<b>Secondary Category</b> -
<b>Certificate</b> -	<b>Qualification</b> -	

## Summary

The **Projects Field Supervisor** is responsible for the quality and timely delivery of multiple projects on the tower portfolio. Reporting directly to the Capital Projects Manager, they will work closely with the Capital Projects Manager and Projects Assistants to ensure that the projects run smoothly regarding timelines, quality, and HSE. The incumbent is responsible for guiding the contractor teams in project execution and inspection of the completed works as per the specifications.

## Responsibilities

### Essential Duties:

- Responsible for overall project technical performance and ensuring assigned projects attain an acceptable level of quality and safety.
- Ability to manage and drive subcontractors and supplier site teams.
- Ensure compliance with Environmental, Health, and Safety regulatory requirements for all company personnel and 3rd party vendors.

### General Responsibilities:

- The employee shall comply with the provisions of health, safety, and environmental legislation and shall also comply with the Company's policies, procedures, and standards, including occupational health and safety and wellness policies, and any modifications to any policy that may be introduced from time to time.
- All employees must live Company's Core Principles and work proactively in a customer-related way in accordance with adopted procedures and best practices.
- To work co-operatively with colleagues and external stakeholders to promote Company's overall business objectives.
- To ensure that confidentiality is respected and maintained at all times.
- To ensure that all designs and site works are done as per company's specifications, International Engineering standards, and industry best practices.
- To perform any other duty as directed by line management.

### Supervisory Responsibilities:

- Supervising contractor site teams during projects' major milestones and hold points.

### HR Related Issues:

- Ensure that your vehicle and other company equipment are in line with the organization's guidelines.

- Raise any deviations and perceived problems/ concerns of urgent attention with management to protect the organization's image.
- Ensure that dress code and behavior are always in line with the company image and do not bring the company into disrepute at any time.
- Ensure corrective action is taken where required.
- Ensure positive team actions despite difficult circumstances

#### **HSSE Awareness and Action:**

- Ensure that your vehicle and other company equipment follow safety guidelines.
- Ensure that all contractor site teams comply with Organization's safety requirements.
- Raise any deviations and perceived problems/ concerns of urgent attention with management to protect the organization's image

#### **Education & Qualifications**

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Bachelor's degree in engineering, Preferably in Civil, Electrical, Electronics, Telecommunications, or Mechanical

#### **Requirements**

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- 5 years' experience in a similar or related role
- Sound knowledge in Electrical, Civil, and Telecommunication Engineering best practices
- Proficiency in reading and interpreting Engineering specifications and standards
- Proficiency in reading and interpreting technical drawings
- Ability to make simple sketches and drawings
- Contractor and team leadership skills
- Computer literacy, working knowledge of MS Word, Excel, and PowerPoint. CAD software knowledge is an added advantage.
- Certified driver with a valid driving license
- Tech savvy, a quick learner, and fun to work with.
- Proficient in spoken and written English and Kiswahili.
- Demonstrable awareness of health and safety legislation.

#### **Characteristics**

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- Ability to work in a team environment as well as independently.
- Excellent follow-up skills.
- Detail oriented with a proven ability to manage a broad scope of work.
- Ability to multitask and meet deadlines.
- Ability to lead, motivate, and manage for results.
- Proven ability to manage and foster relationships with contractors and vendors.
- Ability to interact with customers and site development professionals.
- Ability to work with functional groups and employees throughout the organization to effectively and professionally achieve business results.
- Self-motivated, able to work both independently to complete tasks and respond to department requests, as well as collaborating with others to utilize resources and knowledge in identifying high-quality solutions.

#### **Reporting To**

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Capital Projects Manager

#### **Driving Licence**

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Not Required

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