

Technical Program Manager

Envirofit is an industry-leading social enterprise that innovates aspirational products and services that increase energy access for families living in emerging markets. Over the past decade Envirofit has designed and delivered clean energy solutions for families in Africa, Asia, and Latin America, as they transition up the cooking energy ladder from wood to charcoal, to LPG (propane).

In 2018 Envirofit launched SmartGas, a new service that is revolutionizing access to LPG emerging markets through the first and only commercially available SmartGas Meter technology that allows families in emerging markets to pay-as-you-cook for small amounts of LPG using mobile money, making cooking faster, easier, and more convenient. The Pay-As-You-Cook™ business model combines pay-as-you-go financing with a recurring last-mile delivery service. This service relationship changes the way families access and pay for cooking fuel, without having to leave their home or save large sums of money.

In support of the SmartGas launch in Nairobi Kenya, Envirofit Kenya is seeking a Nairobi based Technical Program Manager to work with a fast-paced operations team in Kenya and engineering team in the U.S. to help manage the technical side of the business including hardware and software. Join a dynamic team driven to deliver a triple bottom line impact.

ESSENTIAL JOB DESCRIPTION:

- Work between technical, operations and customer care teams to ensure critical information is being coordinated
- Review and continuously improve processes and workflows to eliminate errors and improve efficiency
- Review CRM and inventory data to spot potential challenges before they become problems
- Help troubleshoot technical issues with hardware and software, and find solutions
- Clearly communicate hardware and software development needs to U.S. based development team and local management
- Manage maintenance and upgrade plans for meter, testing and field hardware

REQUIRED SKILLS:

- Self-starter with the ability to manage multi-faceted, multi-disciplined teams and programs independently with minimal supervision
- Excellent written and oral communication skills, interpersonal skills, and the ability to mentor and motivate project teams
- Strong critical thinking ability being able to identify problems and find solutions
- Ability to interact well with staff and management to solve problems.
- Ability to collaborate with a team and succeed in a fast-paced environment
- Ability to think ahead - anticipate and solve problems before they arise
- Proficient in MS Office, excellent Excell
- Ability to operate under minimum supervision
- Willingness to work odd hours due to time difference communication

DESIRED SKILLS:

- A certified Project Management Professional (PMP)

- Expert level of proficiency at Excel, PowerPoint, and MS Project

EDUCATION AND EXPERIENCE:

- Bachelor's degree, preferably with a Mechanical Engineering, Electrical Engineering Computer Science background
- Minimum 5 years of experience

TRAVEL:

Minimal

JOB LOCATION:

Nairobi Kenya

SALARY / BENEFIT TERMS:

A competitive salary and benefits package will be offered. The final details of the salary and structure will be dependent on the qualifications of the applicant.

APPLICATIONS:

Applicants should submit a **resume and cover letter** highlighting a demonstrated experience of results to engineeringjobs@envirofit.org