

JOB DESCRIPTION

Title	Pest Control Officer
Institute/Department	Property and Campus Management Department
Reports to	Manager Property
Location/Campus	Kukum Campus

Summary

This position is responsible for minimizing or removing a wide range of undesirable insects and other pests from spaces occupied by people.

The actual process can take place in the home, in an institution, or in a public building.

It involves identification of potential pests and designed effective control strategy for them.

Roles and responsibilities of pest control officer

Administration

- Respond to staff/faculties enquiry on pest issues
- Modify environment to manage pests
- Apply pesticides to manage pests
- Inform and educate clients on pest management e.g. what is Integrated Pest Management (IPM) and the benefits of using IPM.
- Inspect and report to Property Manager on timber (termites, wood borers) and General Pests (ants, cockroaches, rodents etc.)
- Quantify required chemical and place orders
- Treat and control timber and General Pests
- Adhere usage of PPEs
- Maintain equipment and consumable storage areas
- Always answerable to Property Manager on all Pests' issue

Problem solving and impact

- To assist in making decisions regarding operational aspects of pest control within the Division
- To contribute to decisions, that has an impact on other related division's activities.

Resource management

- To contribute to the manager property of the division in areas such as pest control issue.
- To alert the /her supervisor of department to any budget shortfalls on pest control demand within the division.

Working Environment

- To balance the competing pressures knowledge transfer, administrative demands and deadlines.

- To skillfully work cross divisions and functions in the resolution of pest control issue.
- To take responsibility for conducting risk assessments and reducing hazards (depending on area of work and level of training received).
- To engage in continuous professional development.

Decision making authorities

- Provision of advice to staff on Human Resource Management procedures and policy
- Assistance in the allocation of workload for a specific area.

Minimum Qualification Requirement:

Diploma or certificate in relevant field of experience.

Other Requirements:

- Ability to work under pressure; ability to work long hours, and in the weekends or public holidays without demands for additional remuneration; ability to travel at short notices on university business; excellent data analysis skills (including high degree of proficiency in MSExcel); and excellent written and verbal communication skills are required.

Experience

- Person with technical skills to manage pest control issue
- Five year experience as pest control officer in the recognized institution or company.
- Computer proficiency in the standard packages (word processing, e-mail and internet use, and spreadsheets)
- Reliability and punctuality
- Ability to work as a team member

Terms and Conditions

The position is for three (3) years under an employment contract. Remunerations and benefits will according to SINU Salary level for Officers under the General Support Services Stream. The contract is renewable subject to good performance.