



## PUBLIC SERVICE COMMISSION

### Our Vision

*“A values-driven citizen-centric public service”*

### Our Mission

*“To ensure an efficient, effective, ethical and inclusive public service for delivery of quality services to the citizenry”*

## ADVERTISEMENT - VACANT POSITIONS IN THE PUBLIC SERVICE

Applications are invited from qualified persons for the positions shown below.

Interested and qualified persons are requested to make their applications **ONLINE** through the Commission website: [www.publicservice.go.ke](http://www.publicservice.go.ke) or jobs portal: [www.psckjobs.go.ke](http://www.psckjobs.go.ke)

### Please Note:

- (i) Applicants should provide all the details requested for in the advertisement. It is an offence to include incorrect information in the application. Details of academic and professional certificates not obtained by closure of the advert should not be included.
- (ii) Only shortlisted and successful applicants will be contacted.
- (iii) Canvassing in any form will lead to automatic disqualification.
- (iv) The Public Service Commission is committed to implementing the provisions of the Constitution - Chapter 232 (1) on fair competition and merit, representation of Kenya's diverse communities and affording equal employment opportunities to men and women, members of all ethnic groups and persons with disabilities. **THEREFORE, PEOPLE WITH DISABILITIES, THE MARGINALIZED AND THE MINORITIES ARE ENCOURAGED TO APPLY.**
- (v) **Shortlisted candidates** shall be required to produce **originals** of their National Identity Card, academic and professional certificates and transcripts during interviews.
- (vi) It is a criminal offence to present or provide fake certificates/documents/Information.
- (vii) Giving false information will lead to disqualification.
- (viii) Serving officers shall be required to produce the **original letter of appointment** to their current substantive post during the interview.
- (ix) **Beware of fraudsters soliciting bribes from the public while masquerading as Commission staff. Public Service Commission does not charge any fees for job applications, shortlisting, interviews or appointments.**

Applications should reach the Commission **on or before 26<sup>th</sup> May, 2026 latest 5.00 p.m. (East African Time).**

## **A. PROMOTIONAL POSITIONS**

### **VACANCIES IN THE MINISTRY OF INTERIOR AND NATIONAL ADMINISTRATION**

#### **STATE DEPARTMENT FOR INTERNAL SECURITY AND NATIONAL ADMINISTRATION**

**SECRETARY PEACE BUILDING AND CONFLICT MANAGEMENT– ONE (1) POST - V/NO. 15/2026**

Basic Salary Scale:	Ksh 185,690 p.m. – 396,130 p.m.	(CSG 4)
House Allowance:	Ksh 80,000p.m.	
Entertainment Allowance:	Ksh 65,000 p.m.	
Extraneous Allowance:	Ksh 60,000 p.m	
Domestic Allowance:	Ksh 15,600 p.m	
Leave Allowance:	As provided in the Civil Service.	
Annual Leave:	30 working days per financial year	
Medical Cover:	As provided by the government	
Terms of Service:	Permanent and Pensionable/Local Agreement	

**For appointment to this grade a candidate must have: -**

- (i) cumulative service period of eighteen (18) years, three (3) of which should have been in the grade of Director, Peace Building and Conflict Management, CSG 5 or in a comparable and relevant position in the public service;
- (ii) a Bachelors degree in any of the following disciplines: Peace and Conflict Management, Peace and Conflict Studies, Political Science, Anthropology, Sociology, Social Work, Law, Diplomacy and International Relations, Public Administration, Security Studies, Disaster Management Conflict Resolution and Humanitarian Assistance Studies, Natural Resource Management, Project Management, Strategic Studies, Psychology, Criminology, Police and Military Science or Gender and Development from a university recognized in Kenya;
- (iii) a Masters degree in any of the following disciplines; Peace and Conflict Studies, Criminology, Anthropology, Sociology, International Conflict Management, International Relations, Law, Conflict Resolution and Humanitarian Assistance, Development Studies, Strategies Studies, Disaster Management, Gender and Development Studies, Strategic Studies, Disaster Management, Gender and Development, Diplomacy, Public Police and Military Science from a university recognized in Kenya;
- (iv) a Certificate in Leadership Course lasting not less than four (4) weeks from a recognized institution;
- (v) demonstrated high degree of professional competence and administrative capability required for the effective planning, direction, control and coordination of the Peace Building and Conflict Management Function; and
- (vi) thorough understanding of national goals, policies and objectives and ability to relate them to the Peace Building and Conflict Management function and aspirations of Vision 2030.

## **Duties and Responsibilities**

Secretary, Peace Building and Conflict Management will be responsible to the Principal Secretary for providing strategic leadership and policy direction on matters of peace building and conflict management. Duties and responsibilities at this level will include:-

- (i) coordinating development, implementation, interpretation and review of policies, strategies, laws, regulations, standards, guidelines and mechanisms governing peace building and conflict management;
- (ii) overseeing provision of technical advice to national and county governments on matters of peace and conflict management;
- (iii) promoting conflict prevention, management, resolution, national healing and reconciliation process;
- (iv) coordinating domestication and implementation of international instruments and regional declarations, protocols, agreements and mechanisms on peace building and conflict management;
- (v) overseeing capacity building and training for peace stakeholders;
- (vi) coordinating monitoring and evaluation of peace building and conflict management initiatives and programmes;
- (vii) coordinating research, documentation and innovation on peace building and conflict management agenda;
- (viii) overseeing establishment of linkages and collaborations with relevant development partners and stakeholders in peace building and conflict management;
- (ix) ensuring safe custody of data bank of all development partners and stakeholders involved in peace building and conflict management;
- (x) coordinating assessment of quality of programs, content and training on peace building and conflict management;
- (xi) undertaking sensitization, publicity and advocacy of training programs on peace building and conflict management;
- (xii) overseeing monitoring and evaluation of training programs on peace building and conflict management for continuous improvement;
- (xiii) spearheading development, maintenance and updating of knowledge management repositories on peace building and conflict management to facilitate information sharing;
- (xiv) arbitrating and mediating intra and inter-county boundary disputes and conflicts over natural resources;
- (xv) spearheading implementation of a national awareness, sensitization and programmes on peace building and conflict management initiatives;
- (xvi) overseeing identification and mapping of hot spot areas;
- (xvii) overseeing implementation of peace building and conflict management related multi-agency Memoranda of Understanding (MoUs), Agreements and social contracts;
- (xviii) coordinating multi-agency initiatives on technology and innovations on peace building and conflict management;
- (xix) overseeing customer satisfaction survey on services offered by the Directorate; and
- (xx) spearheading Business Process Re-engineering in the Directorate.

**DIRECTOR, PEACE BUILDING AND CONFLICT MANAGEMENT– TWO (2) POSTS - V/NO. 16/2026**

Basic Salary Scale:	Ksh 155,930 p.m. – 292,490 p.m.	(CSG 5)
House Allowance:	Ksh 52,000 - Ksh 60,000 p.m.	
Commuter Allowance:	Ksh 20,000 p.m.	
Leave Allowance:	As provided in the Civil Service.	
Annual Leave:	30 working days per financial year	
Medical Cover:	As provided by the government	
Terms of Service:	Permanent and Pensionable.	

**For appointment to this grade, a candidate must have: -**

- (i) cumulative service period of fifteen (15) years, three (3) of which should have been in the grade of Deputy Director, Peace Building or Conflict Management, CSG 6 or in a comparable and relevant position in the public service;
- (ii) a Bachelors degree in any of the disciplines: Peace and Conflict Management, Peace and Conflict Studies, Political Science, anthropology, sociology, Social Work, Law, Diplomacy and International Relations Resolution and Humanitarian Assistance Studies, Project management, Strategic Studies, Psychology, Criminology, Police and Military Science or Gender and Development from a university recognized in Kenya;
- (iii) a Masters Degree in any of the following disciplines; Peace and Conflict Studies, Criminology, Anthropology, Sociology, International Conflict Management, International Relations, Law, Conflict Resolution and Humanitarian Assistance, Development Studies, Strategic Studies, Disaster Management, Gender and Development, Diplomacy, Public Administration, Public Policy and Administration, Security Studies or Police and Military Science from a university recognized in Kenya;
- (iv) a Certificate in Leadership Course lasting not less than four (4) weeks from a recognized institution;
- (v) demonstrated high degree of professional competence and administrative capability required for the effective planning, direction, control and coordination of the Peace Building and Conflict Management Function

**Duties and Responsibilities**

Director, Peace Building and Conflict Management will be responsible to the Principal Secretary for providing strategic leadership and policy direction on matters of peace building and conflict management. Duties and responsibilities at this level will include:

- (i) formulating and reviewing policies, laws, regulations, standards, guidelines, strategies, programs and mechanisms governing peace building and small arms control in liaison with other stakeholders;
- (ii) facilitating research;
- (iii) initiating the domestication and implementation of treaties, protocols, agreements, mechanisms and resolutions;
- (iv) mobilizing resources, fostering collaboration and partnerships with bilateral and multilateral agencies in support of peace building and small arms control programmes;

- (v) monitoring and evaluating peace building and small arms control programmes;
- (vi) providing technical advice on peace building and small arms control;
- (vii) formulating a framework for National Peace Awards and commemoration of National and International peace events;
- (viii) providing secretariat to National Steering Committee on Peace Building and the Kenya National Focal Point on Small Arms; and
- (ix) planning, budgeting, capacity building and performance management of staff.

**DEPUTY DIRECTOR, PEACE BUILDING AND CONFLICT MANAGEMENT– THREE (3) POSTS - V/NO. 17/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 113,430- Ksh 185,690 p.m.</b>	<b>(CSG 6)</b>
<b>House Allowance:</b>	<b>Ksh 25,000 p.m. - Ksh 50,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 16,000 p.m</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable</b>	

**For appointment to this grade, a candidate must have: -**

- (i) cumulative service period of twelve (12) years, three (3) of which must be in the grade of Assistant Director Peace Building and Conflict Management, CSG 7 or in comparable and relevant position in the public service;
- (ii) a Bachelors Degree in any of the disciplines: Peace and Conflict Management, Peace and Conflict Studies, Political Science, anthropology, Sociology, Social Work, Law, Diplomacy and International Relations Resolution and Humanitarian Assistance Studies, Project management, Strategic Studies, Psychology, Criminology, Police and Military Science or Gender and Development from a university recognized in Kenya; and
- (iii) demonstrated high degree of professional competence and administrative capability required for the effective planning, direction, control and coordination of the Peace Building and Conflict Management Function

**Duties and Responsibilities**

An officer in this level may be deployed to Head either the Peace Building Division or Small Arms Control Division.

**At Peace Building Division**

In the Peace Building Division duties and responsibilities will include:

- (i) formulating, interpreting and reviewing policies, strategies, programs, laws, regulations, standards, guidelines and mechanisms governing peace building in liaison with other stakeholders;
- (ii) providing secretariat to the national steering committee on Peace Building;
- (iii) mobilizing resources and fostering collaboration and partnerships in support of peace building programmes;
- (iv) facilitating research on peace building and conflict management;
- (v) co-ordinating domestication and implementation of regional protocols agreements, mechanisms on peace building including IGAD-CEWARN (Inter-

Governmental Authority on Development-Conflict Early Warning Early Response Mechanism, EAC Peace and Security Protocol (CPMR/EACWARN), international treaties including United Nations Security Council Resolutions (UNSCR)1325, 1820, 1888, 1889, 1960;

- (vi) facilitating establishment of the National Conflict Early Warning and Early Response System and the National Information Resource Centre on peace building;
- (vii) promoting conflict prevention, management, resolution, national healing and reconciliation processes;
- (viii) monitoring and evaluating peace building programmes;
- (ix) providing technical advice on peace building;
- (x) advising on National Peace Awards;
- (xi) facilitating commemoration of National and International peace events; and
- (xii) planning, budgeting, capacity building and performance management of staff;

### **At Small Arms Control Division**

In the small Arms and Control Division, duties and responsibilities will include:

- (i) formulating, interpreting and reviewing policies, strategies and programs on small arms control;
- (ii) ensuring implementation and review of laws, regulations, standards, guidelines and mechanisms governing small arms control in liaison with other stakeholders;
- (iii) co-ordinating research; mobilizing resources and fostering collaboration and partnerships in support of small arms control programmes;
- (iv) initiating the domestication of International Instruments such as the 2001 UN Programme of Action (UNPoA), the 2013 Arms Treaty, the 2001 UN Protocol against illicit manufacture and trafficking in firearms and various Regional declarations and protocols;
- (v) monitoring and evaluating small arms control programmes;
- (vi) providing technical advice on small arms control;
- (vii) co-ordinating establishment of a national framework on small arms education and awareness;
- (viii) facilitating commemoration of National and International events on small arms control;
- (ix) providing secretariat to the Kenya National Focal Point on Small arms; and
- (x) planning, budgeting, capacity building and performance management of staff.

**ASSISTANT DIRECTOR, PEACE BUILDING AND CONFLICT MANAGEMENT– THREE  
(3) POSTS - V/NO. 18/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 94,120 - Ksh 142,590 p.m.</b>	<b>(CSG 7)</b>
<b>House Allowance:</b>	<b>Ksh 21,000 p.m. – Ksh 45,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 12,000 p.m</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable</b>	

**For appointment to this grade, a candidate must have: -**

- (i) cumulative service period of ten (10) years, three (3) of which should be in the grade of Principal, Peace Building and Conflict Management CSG 8 or in a comparable and relevant position in the public service;
- (ii) a Bachelors degree in any of the disciplines: Peace and Conflict Management, Peace and Conflict Studies, Political Science, Anthropology, Sociology, Social Work, Law, Diplomacy and International Relations Resolution and Humanitarian Assistance Studies, Natural Resource Management, Project Management, Strategic Studies, Psychology, Criminology, Police and Military Science or Gender and Development from a university recognized in Kenya; and
- (iii) demonstrated high degree of professional competence and administrative capability required for the effective planning, direction, control and coordination of the Peace Building and Conflict Management Function.

**Duties and Responsibilities**

- (i) developing strategies; programs, standards and guidelines for provision of peace building and small arms control services;
- (ii) undertaking research; Identifying potential sources of funding in support of peace building and small arms control programs;
- (iii) establishing Conflict early Warning and Early Response System
- (iv) managing information Resource Centers on Peace building and small arms control;
- (v) developing information, education and communication materials on peace and conflict management;
- (vi) developing mechanisms for community participation and empowerment in peace building and small arms control;
- (vii) support initiatives that promote conflict prevention, management, resolution, national healing and reconciliation;
- (viii) maintaining and updating database on stockpile management for recovered small arms in liaison with other stakeholders;
- (ix) monitoring and evaluating peace building and small arms control activities, programmes and projects;
- (x) identifying persons/institutions for national peace awards in liaison with other stakeholders;

- (xi) organizing commemoration of National and International peace events;
- (xii) preparing and compiling peace and conflict management reports; and
- (xiii) coaching and mentoring of staff.

### **SENIOR PRINCIPAL LECTURER – SEVEN (7) POSTS - V/NO. 19/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 94,120 - Ksh 142,5900 p.m.</b>	<b>(CSG 7)</b>
<b>House Allowance:</b>	<b>Ksh 21,000 p.m. – Ksh 45,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 12,000 p.m</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable</b>	

#### **For appointment to this grade, a candidate must have: -**

- (i) served for cumulative service period of ten (10) years three (3) years of which must have been in the grade of Principal Lecturer, CSG 8 or in comparable and relevant position in the public service;
- (ii) a Bachelors degree in any of the following disciplines: - Education, Physical Education, Sports Science, Sports Management, Sports and Recreation Management, Sports and Exercise Science, Leisure and Recreational Exercise Management or equivalent qualification from a university recognized in Kenya;
- (iii) a certificate in Training of Trainers (TOT) lasting not less than one (1) week from a recognized institution for officers who do not hold a Bachelor of Education degree or Post Graduate Diploma in Education;
- (iv) a certificate in Outdoor Experiential Training lasting not less than 3 (three) weeks from a recognized institution;
- (v) a certificate in Para- Military Training lasting not less than three (3) months from recognized institution; and
- (vi) demonstrated professional competences and administrative ability as reflected in work performance and results.

#### **Duties and Responsibilities**

An officer at this level will be deployed to Head a Training Section. Duties and responsibilities will include: -

- (i) facilitating outdoor experiential education lessons;
- (ii) overseeing the implementation of safety and risk management policies;
- (iii) inspecting training schemes, logbooks and confidential reports;
- (iv) coordinating research programs on experimental education and merging trends;
- (v) designing, reviewing and implementing training programs;
- (vi) developing training materials;
- (vii) providing consultancy in the respective field;
- (viii) providing logistical support;
- (ix) preparing course reports;
- (x) conducting training for senior management; and
- (xi) staff training and development

## DEPUTY DIRECTOR RECEPTION SERVICES – ONE (1) POST - V/NO. 20/2026

Basic Salary Scale:	Ksh 113,430- Ksh 185,690 p.m.	(CSG 6)
House Allowance:	Ksh 25,000 p.m. – Ksh 50,000 p.m.	
Commuter Allowance:	Ksh 16,000 p.m	
Leave Allowance:	As provided in the Civil Service	
Annual Leave:	30 working days	
Medical Cover:	As provided by the Government	
Terms of Service:	Permanent and Pensionable	

### For appointment to this grade, a candidate must have: -

- (i) cumulative service period of twelve (12) years, three (3) years of which must be in the grade of Assistant Director, Reception Services, CSG 7, or in comparable and relevant position in the public service;
- (ii) a Bachelors Degree in any of the following disciplines: Public Relations, Public Relations and Customer Care, International Relations and Diplomacy, Hospitality Management, Sociology, Governance, Public Administration, Anthropology, Political Science, Business Administration or equivalent qualification from a university recognized in Kenya; and
- (iii) demonstrated high degree of professional competence and administrative capability required for the effective planning, direction, control and coordination of the Government Reception Function.

### Duties and Responsibilities

Duties and responsibilities will include: -

- (i) developing and reviewing government reception policies, procedures and strategies;
- (ii) developing procedures on professional and etiquette standards;
- (iii) identifying sites for official, presidential and state functions;
- (iv) supervising service providers during official, Presidential and State functions;
- (v) initiating preparation of the Government guest list for official, Presidential and State functions;
- (vi) providing input in the preparation of presidential briefs;
- (vii) coordinating state and official funerals;
- (viii) coordinating activities of service providers during official, Presidential and State function;
- (ix) coordinating preparation of menus for State luncheons, dinners and banquets;
- (x) developing and reviewing protocol manual;
- (xi) coordinating distribution of invitation cards for national days and state functions;
- (xii) identifying sites for official, Presidential and State functions;
- (xiii) preparing Order of Precedence in liaison with other stakeholders;
- (xiv) sensitizing government departments on protocol matters;
- (xv) preparing strategic/ workplans; and
- (xvi) training and development of staff.

## ASSISTANT DIRECTOR RECEPTION SERVICES – FOUR (4) POSTS - V/NO. 21/2026

Basic Salary Scale:	Ksh 94,120 - Ksh 142,590 p.m.	(CSG 7)
House Allowance:	Ksh 21,000 p.m. – Ksh 45,000 p.m.	
Commuter Allowance:	Ksh 12,000 p.m	
Leave Allowance:	As provided in the Civil Service	
Annual Leave:	30 working days	
Medical Cover:	As provided by the Government	
Terms of Service:	Permanent and Pensionable	

### For appointment to this grade, a candidate must have:

- (i) cumulative service period of ten (10) years three (3) years of which must have been in the grade of Principal Reception Officer, CSG 8 or in a comparable and relevant position in the public service;
- (ii) a Bachelors Degree in any of the following disciplines: Public Relations, Public Relations and Customer Care, International Relations and Diplomacy, Hospitality Management, Sociology, Governance, Public Administration, Anthropology, Political Science, Business Administration or equivalent qualification from a university recognized in Kenya; and
- (iii) demonstrated professional competence and administrative capability in the provision of Reception Services.

### Duties and Responsibilities

- (i) editing Information for official, presidential and state programmes;
- (ii) interpreting and organizing State programmes;
- (iii) preparing government guest list;
- (iv) updating the National Order of Precedence;
- (v) supervising activities of service providers during official, Presidential and State functions;
- (vi) liaising with State/Departments, Agencies and private institutions on flag protocol;
- (vii) editing commemorative plaques for officials, presidential and state functions;
- (viii) coordinating and supervising reception services in State/ Departments;
- (ix) liaising with Forestry in identifying appropriate species of tree seedling, digging of appropriate holes, providing tree planting and hand-washing tools during ceremonial tree planting occasions;
- (x) advising on the packaging of conference materials; and
- (xi) undertaking editing of commemorative plaques to be used during presidential functions.

## STATE DEPARTMENT FOR CORRECTIONAL SERVICES

### SECRETARY, PROBATION - ONE (1) POST - V/NO. 22/2026

Basic Salary Scale:	Ksh 185,690 p.m. – 396,130 p.m.	(CSG 4)
House Allowance:	Ksh 80,000p.m.	
Entertainment Allowance:	Ksh 65,000 p.m.	
Extraneous Allowance:	Ksh 60,000 p.m	
Domestic Allowance:	Ksh 15,600 p.m	
Leave Allowance:	As provided in the Civil Service.	
Annual Leave:	30 working days per financial year	
Medical Cover:	As provided by the government	
Terms of Service:	Permanent and Pensionable/Local Agreement	

#### For appointment to this grade, a candidate must have: -

- (i) cumulative service period of fifteen (15) years, three (3) years of which must be in the grade of Deputy Director, CSG 6, and above or in a comparable and relevant position in the public service;
- (ii) a Bachelors Degree in any of the following disciplines: - Social Work, Sociology, Criminology, Law, Counselling Psychology, Social Psychology, or equivalent qualifications from a university recognized in Kenya;
- (iii) a Masters Degree in any of the following disciplines: - Social Work, Sociology, Criminology, criminal Justice, Law, Clinical Psychology, Counselling Psychology, Social Psychology, or equivalent qualifications from a university recognized in Kenya;
- (iv) a Certificate in Leadership course lasting not less than four (4) weeks from a recognized institution;
- (v) demonstrated professional and managerial competences and ability as reflected in work performance and results; and
- (vi) exhibited a thorough understanding of national goals, policies, objectives and ability to relate them to probation and aftercare service function

#### Duties and Responsibilities

- (i) overseeing the development, implementation, reviewing and interpretation of probation and aftercare services, policies, strategies, standards, guidelines and procedures
- (ii) advising the Cabinet Secretary, Principal Secretary and the Chief Justice on matters relating to probation and aftercare services;
- (iii) ensuring compliance to probation of offenders Act, Cap 64, Community Service Orders, Cap 93, and other relevant Acts;
- (iv) providing strategic leadership in the implementation of probation and aftercare programmes, projects and activities;
- (v) spearheading institutional reforms in collaboration with other justice administration agencies;
- (vi) initiating the development, implementation, and review of the necessary legal and institutional frameworks;

- (vii) proving progress reports to the central probation committee on all offenders placed on probation and aftercare services for non-custodial sanctions;
- (viii) providing secretarial services to central probation committee as per the probation of offenders Act, Cap 64 rules 16(2) (4);
- (ix) overseeing the implementation of counter violence extremism programme in probation and aftercare with collaboration with the National Counter Terrorism Centre;
  - (i) overseeing the development, implementation and review of national standards of probation practice;
  - (ii) establishing linkages and collaboration with stakeholders and development partners;
  - (iii) ensuring the implementation of international treaties and conventions ratified by Kenya on probation practice;
  - (iv) facilitating benchmarks on offender management best practices;
  - (v) collaborating criminal justice agencies and other relevant stakeholders for administration of justice;
  - (vi) spearheading the development and implementation of the department's strategic plans, work plans, budgets and performance contract and performance appraisal;
  - (vii) ensuring compliance with good governance and code of ethics; and
  - (viii) managing and developing staff in probation and aftercare service

**DEPUTY DIRECTOR, PROBATION – TWENTY-ONE (21) POSTS - V/NO. 23/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 113,430- Ksh 185,690 p.m.</b>	<b>(CSG 6)</b>
<b>House Allowance:</b>	<b>Ksh 25,000 p.m. – Ksh 50,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 16,000 p.m</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable</b>	

**For appointment to this grade, a candidate must have: -**

- (i) cumulative service period of fifteen (15) years, two (2) years of which must be in the grade of Assistant Director Probation, CSG 7 or in a comparable and relevant position in the public service;
- (ii) a Bachelors degree in any of the following disciplines: Social Work, Sociology, Criminology, Law, Counselling Psychology, Social Psychology or equivalent qualification from a university recognized in Kenya; and
- (iii) demonstrated professional competences and managerial ability as reflected in work performance and results

**Duties and Responsibilities**

An officer at this level may be deployed at the Headquarters, Regional Offices or Probation Institution.

**At Headquarters**

Duties and responsibilities at this level will include: -

- (i) coordinating the development, implementation and review of Probation and Aftercare policies;
- (ii) ensuring compliance to the presentence, bail, sentence review, release boards and Power of Mercy function;
- (iii) coordinating the preparation of supervision reports from field stations;
- (iv) spearheading the designing, piloting and dissemination of offender specific intervention models;
- (v) coordinating the analysis of efficacy of offender treatment interventions from the field stations;
- (vi) coordinating and implanting ratified International Conventions on offender management;
- (vii) spearheading the development and maintenance of data bank on case committees and their membership;
- (viii) guiding on the compilation of a list of case committees' members for gazettelement;
- (ix) coordinating the analysis of case committees reports and recommendations for the National Probation Case Committee;
- (x) spearheading the designing, piloting and disseminating of crime prevention strategies and peace keeping activities;
- (xi) coordinating the development and implementation of child and youth justice strategies;
- (xii) interpreting and disseminating offenders' data and programs to relevant government agencies and stakeholders; and
- (xiii) directing surveys and reviews on offender and victim's' services programs;

#### **At Regional Offices**

Duties and responsibilities at this level will include: -

- (i) coordinating Community Service Order and Probation and aftercare functions
- (ii) facilitating the preparation and presentation of reports for special needs offenders;
- (iii) overseeing the implementation of restorative justice programs;
- (iv) facilitating the identification, engagement and induction of Community Probation Volunteers;
- (v) overseeing supervision and strengthening Community Probation Volunteer program; and
- (vi) facilitating, organizing and participating in case conferences and case committees.

#### **At Probation Institutions**

Duties and responsibilities at this level will include: -

- (i) coordinating admission, assessment and classification of probationers;
- (ii) spearheading the development, implementation and reviewing of supervision plans for all probationers admitted to the institutions;
- (iii) ensuring temporary safe accommodation and provision of basic amenities for all probationers admitted;
- (iv) coordinating offender Vocational training, rehabilitation, treatment and reintegration programs;
- (v) coordinating stakeholder engagement on offender management;
- (vi) coordinating supervision of offenders in accordance with risk levels;

- (vii) guiding on implementation of recommendations of case committees and management committees;
- (viii) facilitating formal education for school going probationers as well as relevant skills training;
- (ix) facilitating empowerment of offenders for resettlement; and
- (x) preparing periodic progress reports

#### **ASSISTANT DIRECTOR, PROBATION – TWO (2) POSTS - V/NO. 24/2025**

<b>Basic Salary Scale:</b>	<b>Ksh 94,120 - Ksh 142,5900 p.m.</b>	<b>(CSG 7)</b>
<b>House Allowance:</b>	<b>Ksh 21,000 p.m. – Ksh 45,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 12,000 p.m</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable</b>	

#### **For appointment to this grade, a candidate must have: -**

- (i) cumulative service period of (8) years, three (3) of which must be at the grade of Principal Probation Officer, CSG 8 or in a comparable and relevant position in the public service;
- (ii) a Bachelors degree in any of the following disciplines: Social Work, Sociology, Criminology, Law, Counselling Psychology, Social Psychology or equivalent qualification from a university recognized in Kenya;
- (iii) demonstrated professional competences and managerial ability as reflected in work performance and results

#### **Duties and Responsibilities**

An officer at this level may be deployed at the Headquarters, Institutional Boards, Rehabilitation School Committees, Regional Offices or Probation Institutions

#### **At Headquarters**

Duties and responsibilities will include: -

- (i) developing, implementing and reviewing Probation and Aftercare policies;
- (ii) coordinating compliance to the presentence, Bail, sentence review, release boards assessment reports;
- (iii) analysing and preparing supervision reports form field station;
- (iv) designing, piloting and disseminating offender specific intervention models;
- (v) analysing offender treatment interventions efficacy form field stations;
- (vi) undertaking benchmarks for best practices on emerging trends;
- (vii) Implementing ratified International Conventions on offender management;
- (viii) developing and maintaining data bank on case committees and their membership;
- (ix) compiling a list of case committees and members from gazettelement;
- (x) analysing case committee reports and recommendations for the National Case Committees;
- (xi) designing, piloting and disseminating crime prevention strategies and peace keeping activities; and

- (xii) coordinating pre-release report to Power of Mercy Committee, Borstal Institution Boards, Rehabilitations School Committees

#### **At Institutional Boards and Rehabilitation School Committees**

Duties and responsibilities will include: -

- (i) developing and implementing of child and youth justice strategies;
- (ii) liaising with relevant stakeholders on offender management;
- (iii) Interpreting and disseminating of offender data and programs to relevant government agencies and other stakeholders; and
- (iv) coordinating appraisals, survey and reviews on offender and victim service programs;
- (v) coordinating storage and retrieval of information on offenders and probation and aftercare programmes; and
- (vi) preparing periodic progress reports.

#### **At Regional Offices**

Duties and responsibilities will include: -

- (i) undertaking Community Service Orders and Probation and Aftercare functions;
- (ii) undertaking quality control functions;
- (iii) preparing and presenting reports for special needs offenders;
- (iv) coordinating the implementation of restorative justice programs;
- (v) conducting home visits and follow-ups for high-risk offenders' resettlement and rehabilitation;
- (vi) coordinating the identification, engagement induction of Community Probation Volunteers;
- (vii) supervising and strengthening Community Probation Volunteers program;
- (viii) undertaking social inquiries for high court cases;
- (ix) undertaking supervision of high-risk offenders;
- (x) preparing bail assessment reports for high-risk cases;
- (xi) rehabilitating high-risk offenders and administering appropriate interventions;
- (xii) organizing and participating in case conferences and case committees;
- (xiii) undertaking assessment of high-risk offenders; and
- (xiv) coordinating prevention of sexual and gender-based violence (SGBV)

#### **At Probation Institutions**

Duties and responsibilities will include: -

- (i) coordinating admission, assessment and classification of probationers;
- (ii) spearheading the development, implementation and reviewing of supervision plans for all probationers admitted to the institutions;
- (iii) ensuring temporary safe accommodation and provision of basic amenities for all probationers admitted;
- (iv) coordinating offender Vocational training, rehabilitation, treatment and re-integration programs;
- (v) coordinating stakeholder's engagement on offender management;
- (vi) coordinating supervision of offenders in accordance with risk levels;
- (vii) guiding on implementation of recommendations of case committees and management committees;
- (viii) facilitating formal education for school going probationers as well as relevant skills training;

- (ix) facilitating empowerment of offenders for resettlement; and
- (x) preparing periodic progress report.

## A VACANCY IN THE NATIONAL TREASURY

### REGISTRAR OF GOVERNMENT SECURITIES– ONE (1) POST - V/NO. 25/2026

<b>Basic Salary Scale:</b>	Ksh 155,930 p.m. – 292,490 p.m.	(CSG 5)
<b>House Allowance:</b>	Ksh 52,000 - Ksh 60,000 p.m.	
<b>Commuter Allowance:</b>	Ksh 20,000 p.m.	
<b>Leave Allowance:</b>	As provided in the Civil Service.	
<b>Annual Leave:</b>	30 working days per financial year	
<b>Medical Cover:</b>	As provided by the government	
<b>Terms of Service:</b>	Permanent and Pensionable.	

#### For appointment to this grade, a candidate must have:

- (i) cumulative service period of twelve (12) years, three (3) of which must have been in the grade of Deputy Director, Debt Management/Settlement, CSG 6 or in comparable and relevant position in the public service;
- (ii) a Bachelors degree in any of the following fields: Economics and Statistics, Economics and Mathematics, Computer Science, Information Communication Technology, Commerce (Accounting or Finance option), Business Administration (Accounting or Finance option), or any other equivalent qualification from a university recognized in Kenya;
- (iii) a Masters degree in any of the following fields will be considered as an added advantage: Economics, Finance, Accounting, Project Planning and Management, Business Administration, International Relations, Computer Science, Information Communication and Technology or any other equivalent qualification from a university recognized in Kenya;
- (iv) a Certificate in leadership course lasting not less than four (4) weeks from a recognized institution;
- (v) a certificate in any of the following areas; Public Debt Management, Monitoring and Evaluation, Project Management, Debt Management Performance Assessment, Debt Sustainability Analysis, Macroeconomic Analysis and Modelling/Reporting, Policy Formulation, Public Debt Restructuring or any other equivalent qualification from a recognized institution;
- (vi) demonstrated clear understanding of National Development Goals, values and principles of governance; and
- (vii) demonstrated professional competence and managerial capabilities.

#### **Duties and Responsibilities**

An officer at this level will be responsible to the Director, Debt and Settlement Department. Duties and responsibilities will include:

- (i) developing policies, strategic plans and performance management frameworks for the Registrar of National Government Securities Division;
- (ii) overseeing the creation, validation and maintenance of a comprehensive, reliable and up-to-date database for all public and publicly guaranteed debts undertaken by both the National and County Governments;

- (iii) review oversight and Financial Market Infrastructure (FMI) assessment reports for Central Securities Depository (CSD) systems from appointed agents;
- (iv) direct production of reliable and timely debt service forecasts for input into the budgetary process and preparing debt statistics to support analysis, statutory reporting and debt data dissemination;
- (v) overseeing reconciliation of debt records and development of cash flow projections for debt servicing;
- (vi) ensuring timely payments from the debt system as per the Service Level Agreement (SLA);
- (vii) overseeing dissemination of public debt data and ensuring safe custody of loan agreements and supporting documents; and
- (viii) implement Operational Risk Management Framework for the debt system

## VACANCIES IN THE MINISTRY OF ROADS AND TRANSPORT

### STATE DEPARTMENT FOR ROADS

#### **DIRECTOR KENYA INSTITUTE OF HIGHWAYS AND BUILDING TECHNOLOGY (KIHBT) –ONE (1) POST - V/NO. 26/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 155,930 p.m. – 292,490 p.m.</b>	<b>(CSG 5)</b>
<b>House Allowance:</b>	<b>Ksh 52,000 - Ksh 60,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 20,000 p.m.</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service.</b>	
<b>Annual Leave:</b>	<b>30 working days per financial year</b>	
<b>Medical Cover:</b>	<b>As provided by the government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable.</b>	

**For appointment to this grade, a candidate must have:-**

- (i) cumulative service period of fifteen (15) years, three (3) of which must be in the grade of Deputy Director, Kenya Institute of Highways & Building Technology, CSG 6 or in comparable and relevant position in the public service;
  - (ii) a Bachelors degree in any of the following disciplines: - Civil Engineering, Electrical/Electronic Engineering, Mechanical Engineering, Geospatial Engineering, Quantity Surveying, Mechatronics Engineering, Architecture or its equivalent from a university recognized in Kenya;
  - (iii) a Master's Degree in any of the following disciplines: Civil Engineering, Electrical/Electronic Engineering, Mechanical Engineering, Geospatial Engineering, Quantity Surveying, Mechatronics Engineering, Architecture or its equivalent qualification from a university recognized in Kenya;
  - (iv) registration as a professional and corporate member by a relevant professional body;
  - (v) a Certificate in Training of Trainers lasting not less than four (4) weeks;
- OR**
- (vi) a Diploma in Technical Education/Postgraduate Diploma in Education;
  - (vi) a Certificate in Leadership Course lasting not less than four (4) weeks from a recognized institution;

- (vii) demonstrated high degree of professional competence and administrative capability required for effective planning, direction, control and coordination of the Institute; and
- (viii) thorough understanding of national goals, policies and objectives and ability to relate them to the Institute's function and aspirations of vision 2030.

### **Duties and Responsibilities**

The Director, KIHBT will be the overall Head of the Kenya Institute of Highways and Building Technology and will be responsible to the Principal Secretary for providing strategic leadership in the coordination and management of the Institute. Duties and responsibilities will include: -

- (i) overseeing formulation, implementation and review of policies, strategies, legislations, guidelines, frameworks, norms, regulations, plans, standards and programmes pertaining to training and capacity building for both in-service and pre-service trainees in the infrastructure sector;
- (ii) facilitating preparation of syllabus, training materials and teaching aid
- (iii) overseeing designing and implementation of all training programmes in the institutes
- (iv) spearheading provision of consultancy services in the professional fields of highways engineering, architecture, quantity surveying, construction project management, structural/foundation engineering and engineering surveying;
- (v) promote business process re-engineering, adoption of innovation and new technologies and best practices in providing in-service and preservice training and capacity building for the infrastructure sector;
- (vi) facilitating impact assessment, training needs analysis and, monitoring and evaluation trainees and training programmes in the infrastructure sector;
- (vii) ensure establishment and maintenance of a database for all trainees and training programmes offered in the institutes;
- (viii) facilitating research in emerging issues and trends in training and capacity building for the infrastructure sector;
- (ix) liaising with other institutions and agencies within the infrastructure sector for the effective development and implementation of training programmes;
- (x) establishing partnerships and collaborations with other key stakeholders in support of the institute's mandate;
- (xi) serving as the secretary to the management board of the institute;
- (xii) preparing and submitting annual reports and business plans to the PS, and cabinet memos & responses to parliamentary queries on matters relating to the institute;
- (xiii) managing and ensuring prudent utilization of the institute's assets and resources;
- (xiv) developing proactive relationships with relevant external stakeholders and monitor developments in best practice within the HE sector ensuring that creative solutions are incorporated into strategies/policies/ procedures in the academic process;
- (xv) overseeing preparation of strategic plans, procurement plans, budgets and performance contracts;
- (xvi) building capacity and managing permanence; Working with the Institute's Financial Resourcing Division to ensure that the allocation of resources promotes and enables the Institute's strategic academic objectives, and that there are effective controls in place to support prudent financial and strategic management of academic resource; and

- (xvii) ensuring that critical academic processes are sustained to meet statutory and contractual requirements, and that the Institute's academic regulatory framework is fit for purpose and compliant with external agency requirements (e.g. CUE, CLE, HELB, KUCCPS and other government agencies)

**DEPUTY DIRECTOR KENYA INSTITUTE OF HIGHWAYS AND BUILDING TECHNOLOGY (KIHBT)- FOUR (4) POSTS - V/NO. 27/2026**

Basic Salary Scale:	Ksh 113,430- Ksh 185,690 p.m.	(CSG 6)
House Allowance:	Ksh 25,000 p.m. – Ksh 50,000 p.m.	
Commuter Allowance:	Ksh 16,000 p.m	
Leave Allowance:	As provided in the Civil Service	
Annual Leave:	30 working days	
Medical Cover:	As provided by the Government	
Terms of Service:	Permanent and Pensionable	

**For appointment to this grade, a candidate must have: -**

- (i) cumulative service period of twelve (12) years, three (3) of which must have been at the grade of Principal Lecturer KIHBT, CSG 7 or in comparable and relevant position in the public service;
  - (ii) a Bachelors degree in any of the following disciplines: - Civil Engineering, Electrical/Electronic Engineering, Mechanical Engineering, Geospatial Engineering, Quantity Surveying, Mechatronics Engineering, Architecture or its equivalent from a university recognized in Kenya;
  - (iii) registered by a relevant professional body;
  - (iv) registered as a professional and corporate member of the relevant professional body;
  - (v) a Certificate in Training of Trainers lasting not less than four (4) weeks
- OR**
- (vi) a Diploma in Technical Education or Postgraduate Diploma in Education; and demonstrated a high degree of professional competence and administrative capability as reflected in work performance and results.

**Duties and Responsibilities**

An officer at this grade may be deployed as a Deputy Director/Registrar or Deputy Director, Training and Capacity Building at the Headquarters or to head a Constituent Campus as a Principal. Duties and responsibilities will include: -

- (i) developing and implementing strategy for the Institute on student recruitment including widening participation, international student experience, student progress, graduation, academic quality, standards and employability;
- (ii) organizing orientation programmes for new trainees in all campuses;
- (iii) creating and maintaining an up-to-date database of trainees for all KIHBT campuses;
- (iv) ensuring that critical academic processes are sustained to meet statutory and contractual requirements, and that the Institute's academic regulatory framework is fit for purpose and compliant with external agency requirements (e.g. CUE, CLE, HELB, KUCCPS and other government agencies);
- (v) inducting new lecturers/instructors;

- (vi) liaising with donor agencies for provision of Scholarships/Fellowships;
- (vii) ensuring that the HELB Loan Scheme is properly administered;
- (viii) keeping custody of academic rules and regulations, practices and norms;
- (ix) keeping custody of all students' Academic Transcripts and Certificates;
- (x) initiating proposals on generating student fee income and the review of students' fees;
- (xi) contributing to the strategic management and development of the Institute as a member of the Management team;
- (xii) working with the Institute's Financial Resourcing Division to ensure that the allocation of resources promotes and enables the Institute's strategic academic objectives, and that there are effective controls in place to support prudent financial and strategic management of academic resources;
- (xiii) developing proactive relationships with relevant external stakeholders and monitor developments in best practice within the HE sectors ensuring that creative solutions are incorporated into strategies/policies/ procedures in the academic process;
- (xiv) preparing reports; and
- (xv) coaching and mentoring of staff

#### **SENIOR PRINCIPAL ENGINEER MATERIALS - FOUR (4) POSTS - V/NO. 28/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 113,430- Ksh 185,690 p.m.</b>	<b>(CSG 6)</b>
<b>House Allowance:</b>	<b>Ksh 25,000 p.m. – Ksh 50,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 16,000 p.m</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable</b>	

#### **For appointment to this grade a candidate must have;**

- (i) cumulative service period of twelve (12) years, three (3) of which must have been in the grade of Principal Engineer (Materials), CSG 7 or in comparable and relevant position in the wider public service;
- (ii) a Bachelors of Science or Engineering degree in any of the following disciplines: Engineering, Civil and Structural Engineering or its qualification from a a university recognized in Kenya;
- (iii) registered by Engineers Board of Kenya as a Professional Engineer;
- (iv) registered as a Corporate Member of the institution of Engineers of Kenya (MIEK);
- (v) valid annual practicing license from the Engineers Board of Kenya; and
- (vi) demonstrated e high degree of professional competence and administrative capability as reflected in work performance and results.

#### **Duties and Responsibilities**

Duties and responsibilities include: -

- (i) developing and Implementing policies, strategies, standards, manuals, guidelines procedures and frameworks pertaining to testing and research on roads and other construction materials and delivery methods and ensuring compliance;
- (ii) coordinating establishment, expansion and maintenance of materials testing and investigations laboratories and advising on their usage;
- (iii) coordinating prospection,, mapping and testing of roads and other materials;
- (iv) coordinating physical and non-destructive testing of highways and other structures;
- (v) coordinating planning, designing and supervising construction and maintenance of pavement structures for roads and other infrastructure;
- (vi) reviewing, updating and maintaining road design manuals and construction standards;
- (vii) developing specifications for civil engineering materials and laboratory equipment for use in testing, construction control and performance monitoring;
- (viii) reviewing and recommending approval of materials engineering design reports and drawings;
- (ix) reviewing and recommending approval of engineering consultants deign;
- (x) reviewing research proposals and reports on materials and project delivery methods;
- (xi) coordinating geotechnical and structural integrity investigations;
- (xii) reviewing quality assurance systems for quality control during material testing, pavement and structures construction;
- (xiii) coordinating evaluation and performance monitoring of road pavements;
- (xiv) reviewing and for approval engineering consultants' designs. and pavement certificates and fee notes submitted by consultants and contractors,
- (xv) reviewing of tender documents and estimates for general procurement. and road works;
- (xvi) providing consultancy, capacity building and technical support to ministries, departments, counties end agencies (MCAS) on roads and other construction materials testing and research, and delivery methods;
- (xvii) preparing and implementing disposal plans for laboratory waste in liaison with the relevant government agencies;
- (xviii) keeping up to date Information, laboratory records, test reports, stores and inventory pertaining to road and other construction materials testing, research and inventory;
- (xix) designing and implementing relevant professional development, graduate internship and Industrial attachment programs in consultation with other key stakeholders;
- (xx) preparing progress reports on road and other construction materials testing and research;
- (xxi) preparing strategic/work plans; and
- (xxii) coaching and mentoring of Staff.

## SENIOR PRINCIPAL MECHANICAL ENGINEER - FOUR (4) POSTS - V/NO. 29/2026

Basic Salary Scale:	Ksh 113,430- Ksh 185,690 p.m.	(CSG 6)
House Allowance:	Ksh 25,000 p.m. – Ksh 50,000 p.m.	
Commuter Allowance:	Ksh 16,000 p.m	
Leave Allowance:	As provided in the Civil Service	
Annual Leave:	30 working days	
Medical Cover:	As provided by the Government	
Terms of Service:	Permanent and Pensionable	

### For appointment to this grade, a candidate must have:

- (i) cumulative service period of twelve (12) years, three (3) of which must have been in the grade of Principal Mechanical Engineer (Mechanical and Transport), CSG 7 or in comparable and relevant positions in the public service;
- (ii) a Bachelor of Science or Engineering Degree in any of the following disciplines: Civil Mechanical Engineering, Mechanical and production Engineering, Mechatronics Engineering, Mechanical and industrial Engineering, Mechanical and Manufacturing Engineering, Aeronautical and Aerospace Engineering or its equivalent qualification for a university recognized in Kenya;
- (iii) registered by Engineers Board of Kenya (EBK) as a Professional Engineer;
- (iv) registered as a Corporate Member of the Institution of Engineers of Kenya (MIEK);
- (v) valid annual practicing License from the Engineers Board of Kenya; and
- (vi) demonstrated high degree of professional competence and administrative capability required capability as reflected in work performance and results.

### Duties and Responsibilities

- (i) developing, Implementing and reviewing policies, Strategies, Standards, guideline, procedures and frame work pertaining to mechanical engineering (mechanical and transport) services including technical works/installations, vehicles, equipment, plant machinery and workshops;  
coordinating planning and designing of technical works/installations, vehicles, equipment, plant machinery and workshops;
- (ii) coordinating provision of vehicles, plant and equipment on operational lease to both public and private sectors under the mechanical and transport fund (MTF) program;
- (iii) coordinating technical monitoring and evaluation of projects pertaining to mechanical engineering services (mechanical and transport);
- (iv) conducting research in emerging trends and technologies in mechanical engineering services (mechanical and transport);
- (v) identifying vehicles, plant and mechanical equipment for relocation, replacement, overhaul and disposal;
- (vi) coordinating preparation of technical specifications and evaluation of tenders for vehicles, plants and equipment.

- (vii) coordinating preparation of general layout drawings and shop flow organization of workshops;
- (viii) building up and maintaining a set of standard specifications for types of vehicles, plant and equipment;
- (ix) supervising technical work/installation, maintenance and repair of manufacturing and production machines, plant and equipment;
- (x) coordinating preparation of project costing and budgets for mechanical engineering (mechanical and transport);
- (xi) preparation specifications for procurement of vehicles, plant and mechanical equipment;
- (xii) keeping up to date information and records pertaining to mechanical engineering (mechanical and transport);
- (xiii) designing, implementing and review of programmes such as professional development graduate internship and industrial attachment programmes;
- (xiv) coordinating mechanical inspections, valuations and statutory examinations;
- (xv) preparing strategic/workplans, budgets and setting targets; and
- (xvi) coaching and mentoring of staff.

**PRINCIPAL ENGINEER, MATERIALS- TEN (10) POSTS - V/NO. 30/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 94,120 - Ksh 142,5900 p.m.</b>	<b>(CSG 7)</b>
<b>House Allowance:</b>	<b>Ksh 21,000 p.m. – Ksh 45,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 12,000 p.m</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable</b>	

**For appointment to this grade, a candidate must have: -**

- (i) cumulative service period of nine (9) years three (3) of which must have been in the grade of Senior Engineer (Materials), CSG 8 or in comparable and relevant positions in the public service:
- (ii) a Bachelor of Engineering Degree in any of the following disciplines; - Civil Engineering, Civil and Structural Engineering or its equivalent qualification from a university recognized in Kenya;
- (iii) registered by Engineers Board of Kenya as a Professional Engineer;
- (iv) registered as a Corporate Member of the Institution of Engineers of Kenya (MIEK);
- (v) valid annual practicing license from the Engineers Board of Kenya; and
- (vi) show merit and ability as reflected in work performance and results.

**Duties and Responsibilities**

An officer at this level may be deployed either at the HQs or Regional materials office to undertake the following duties and responsibilities:

**At Headquarters**

Duties and responsibilities will include: -

- (i) reviewing designs and tender documents for road and other rehabilitation, repair and maintenance works;
- (ii) preparing annual work plans and programmes;
- (iii) developing road design manuals and construction standards;
- (iv) supervising construction, repair and maintenance of roads;
- (v) developing and reviewing specifications for all civil engineering materials and laboratory equipment for use in testing, construction control and performance monitoring;
- (vi) developing engineering materials design reports and drawings;
- (vii) reviewing engineering consultants' designs
- (viii) planning and coordinating pavement designs;
- (ix) providing consultancy, capacity building, technical support and advisory services to ministries, departments, counties and agencies (MDCAS) on material engineering;
- (x) designing quality assurance systems for quality control during material testing, and pavements and structures construction;
- (xi) supervising pavement performance monitoring and evaluation and advising on remedial measures;
- (xii) reviewing and recommending for approval specifications for pavement and structures repair and maintenance;
- (xiii) developing and evaluating methodologies for investigating and evaluating structural integrity of structures;
- (xiv) conducting research and preparing reports on new and alternative construction materials and delivery methods;
- (xv) supervising materials and geotechnical investigations and structural foundation design;
- (xvi) reviewing final tender documents and developing draft Engineers estimate for construction, rehabilitation and maintenance works; and
- (xvii) guiding and counselling of staff

#### **At Regional Office**

Duties and responsibilities will include: -

An officer at this level will be the Engineer in charge of the specific laboratories materials testing, monitoring and construction control for roads within the regions.

Duties and responsibilities will include;

- (i) supervising material testing and research within the region;
- (ii) approving mix designs for concrete, gravel and bitumen;
- (iii) issuing materials test reports on behalf of the chief engineer;
- (iv) establishing quality' assurance systems for quality control during material testing and pavements and structures construction;
- (v) providing consultancy, capacity building, technical support and advisory services to ministries. departments. counties and agencies (MDCAS) on materials engineering;
- (vi) developing and evaluating specifications for materials and laboratory equipment for construction, rehabilitation and maintenance paved and unpaved roads;
- (vii) implementing environmental, occupational safety and health regulations in the regions; and
- (viii) guiding and counselling of staff.

**PRINCIPAL LECTURER –KENYA INSTITUTE OF HIGHWAYS AND BUILDING TECHNOLOGY (KIHBT) - SIX (6) POSTS - V/NO. 31/2026**

Basic Salary Scale:	Ksh 94,120 - Ksh 142,5900 p.m.	(CSG 7)
House Allowance:	Ksh 21,000 p.m. – Ksh 45,000 p.m.	
Commuter Allowance:	Ksh 12,000 p.m	
Leave Allowance:	As provided in the Civil Service	
Annual Leave:	30 working days	
Medical Cover:	As provided by the Government	
Terms of Service:	Permanent and Pensionable	

**For appointment to this grade, a candidate must have: -**

- (i) cumulative service period of nine (9) years, three (3) years of which should have been in the grade of Senior Lecturer KIHBT CSG 8 or in comparable and relevant positions in the public service;
  - (ii) a Bachelors degree in any of the following disciplines: - Civil Engineering, Electrical/Electronic Engineering, Mechanical Engineering, Geospatial Engineering, Quantity Surveying, Mechatronics Engineering, Architecture or its equivalent from a university recognized in Kenya;
  - (iii) registered by relevant professional body as a graduate;
  - (iv) registered as a professional and corporate member of the relevant professional body;
  - (v) a Certificate in Training of Trainers lasting not less than four (4) weeks
- OR**
- (vi) a Diploma in Technical Education or Postgraduate Diploma in Education; and demonstrated merit and ability as reflected in work performance and results.

**Duties and Responsibilities**

An officer at this level may be deployed as Deputy Principal in a Constituent Campus, Head of Academic Department, Dean, Industrial Liaison Officer (ILO) or Examination Officer. Duties and responsibilities will include: -

- (i) preparing schemes of work, lesson notes and training in areas of specialization;
- (ii) setting, moderating and marking exams;
- (iii) organizing training activities within the institute;
- (iv) coordinating the design, development and review of curriculum;
- (v) coordinating selection and admission of trainees;
- (vi) organizing orientation programmes for new trainees;
- (vii) creating and maintaining an up-to-date database of trainees;
- (viii) inducting new lecturers/instructors; and
- (ix) conducting seminars, workshops and symposia

**SENIOR PRINCIPAL INSTRUCTOR- KENYA INSTITUTE OF HIGHWAYS AND BUILDING TECHNOLOGY (KIHBT) - NINE (9) POSTS - V/NO. 32/2026**

Basic Salary Scale:	Ksh 94,120 - Ksh 142,5900 p.m.	(CSG 7)
House Allowance:	Ksh 21,000 p.m. – Ksh 45,000 p.m.	
Commuter Allowance:	Ksh 12,000 p.m	
Leave Allowance:	As provided in the Civil Service	
Annual Leave:	30 working days	
Medical Cover:	As provided by the Government	
Terms of Service:	Permanent and Pensionable	

**For appointment to this grade, a candidate must have: -**

- (i) cumulative service period of fifteen (15) years, three (3) years of which must have been in the grade of Principal Instructor KIHBT, CSG 8 or in comparable and relevant positions in public service;
- (ii) a Diploma in any of the following disciplines: - Electronics Engineering, Electrical Engineering, Mechanical Engineering, Automotive Engineering, Construction Plant Engineering, Civil Engineering, Highway Engineering, Building Construction, Land Surveying, Quantity Surveying, Architecture or its equivalent qualification from a recognized institution;  
**OR**  
a Technician II and III (KNEC) Certificate in the relevant field;
- (iii) a Higher Diploma in any of the following disciplines: - Electronics Engineering, Electrical Engineering, Mechanical Engineering, Automotive Engineering, Construction Plant Engineering, Civil Engineering, Highway Engineering, Building Construction, Land Surveying, Quantity Surveying, Architecture or its equivalent and relevant qualification from a recognized institution;
- (iv) a Training of Trainers Certificate lasting not less than four (4) weeks or its equivalent qualifications from a recognized institution;
- (v) registered by the Kenya Engineering Technology Registration Board (KETRB) as a Certified Engineering Technician;  
**OR**  
registered by any other relevant professional body; and
- (vi) demonstrated merit and ability in administration of practical training programmes and staff development.

**Duties and Responsibilities**

- (i) coordinating preparation of work schemes;
- (ii) instructing trainees in the area of specialization;
- (iii) coordinating preparation of course materials and schedules;

- (iv) coordinating and developing practical training courses/programmes relating to the relevant area of training;
- (v) coordinating development of instructional materials;
- (vi) coordinating design of machines, tools, equipment, technical training aids used in the instructional field;
- (vii) coordinating evaluation of progress and overall performance of trainees;
- (viii) coordinating design of practical training course/programmes relating to the relevant area of training;
- (ix) preparing and planning of maintenance schedule;
- (x) guiding on instructional methods and processes;
- (xi) monitor and evaluate training programmes; and
- (xii) supervising instructors and Laboratory technicians.

**PRINCIPAL MECHANICAL ENGINEER (MECHANICAL & TRANSPORT) –SEVENTEEN (17) POSTS - V/NO. 33/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 94,120 - Ksh 142,5900 p.m.</b>	<b>(CSG 7)</b>
<b>House Allowance:</b>	<b>Ksh 21,000 p.m. – Ksh 45,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 12,000 p.m</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable</b>	

**For appointment to this grade, a candidate must have:**

- (i) cumulative service period of nine (9) years. three (3) of which must have been in the grade of Senior Mechanical Engineer (Mechanical and Transport), CSG 8 or in a comparable and relevant position in the public service;
- (ii) a Bachelor of Science or Engineering Degree in any of the following disciplines: Mechanical Engineering, Mechanical and production Engineering, Mechatronics Engineering, Mechanical and industrial Engineering, Mechanical and Manufacturing Engineering, Aeronautical and Aerospace Engineering or its equivalent qualification for a university recognized in Kenya;
- (iii) registration by Engineers Board of Kenya (EBK) as a Professional Engineer;
- (iv) registration as a Corporate Member of the Institution of Engineers of Kenya (MIEK);
- (v) valid annual practicing License from the Engineers Board of Kenya; and
- (vi) demonstrated high degree of professional competence and administrative capability required capability as reflected in work performance and results.

**Duties and Responsibilities**

Duties and responsibilities will include: -

- (i) planning and designing of technical works/ installations, vehicles, equipment, plant machinery and workshop;
- (ii) coordinating activities in workshops and ensuring prudent utilization of resources
- (iii) conducting technical monitoring and evaluation of projects pertaining to mechanical engineering services (mechanical and transport);

- (iv) identifying vehicle, plants and mechanical equipment for relocation, replacement, overhaul and disposal;
- (v) coordinating preparation of project costing and budgets for mechanical engineering (mechanical and transport) services;
- (vi) preparing specifications for procurement of vehicles, plant and mechanical equipment;
- (vii) taking part in preparation and implementation of the MTF budgets;
- (viii) providing updates on charges and charges to lease rates;
- (ix) coordinating testing, valuation and inspection of vehicles plant and equipment;
- (x) coordinating examination and grades/trade tests for drivers and plant operators;
- (xi) preparation general layout drawings and shop flow organization workshop;
- (xii) building up and maintaining a set of standard specification for types of vehicles, plant and equipment;
- (xiii) coordinating activities in the central workshop including repairs of manufacturing and production machines, plant and equipment, and analyzing progress and output reports;
- (xiv) monitoring usage of government vehicles, plants, machines and resources in the regions in liaison with the regional mechanical engineers;
- (xv) carrying out research in emerging trends and technologies in mechanical engineering services (mechanical and transport);
- (xvi) keeping up to date information and records on vehicles, plants and equipment throughout their life cycle and inventory;
- (xvii) preparing strategic/work plans, budgets and setting targets: and
- (xviii) guiding and counselling of staff.

## VACANCIES IN THE MINISTRY OF LANDS MINISTRY OF LANDS, PUBLIC WORKS, HOUSING AND URBAN DEVELOPMENT

### STATE DEPARTMENT FOR PUBLIC WORKS

#### SECRETARY, BUILDING RESEARCH SERVICES– ONE (1) POST - V/NO. 34/2026

<b>Basic Salary Scale:</b>	<b>Ksh 185,690 p.m. – 396,130 p.m.</b>	<b>(CSG 4)</b>
<b>House Allowance:</b>	<b>Ksh 80,000p.m.</b>	
<b>Entertainment Allowance:</b>	<b>Ksh 65,000 p.m.</b>	
<b>Extraneous Allowance:</b>	<b>Ksh 60,000 p.m</b>	
<b>Domestic Allowance:</b>	<b>Ksh 15,600 p.m</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service.</b>	
<b>Annual Leave:</b>	<b>30 working days per financial year</b>	
<b>Medical Cover:</b>	<b>As provided by the government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable/Local Agreement</b>	

#### **For appointment to this grade, a candidate must have:-**

- (i) served for minimum period of three (3) years in the grade of Director, Building Research, CSG 5 or in a comparable and relevant position in the public service;
- (ii) a Bachelors degree in any of the following disciplines: Construction/Project Management, Architecture, Economics, Environmental Studies, Interior Design, Civil Engineering Electrical Engineering, Mechanical Engineering, Land

- Economics, Building Economics, Quantity Surveying, Urban Planning, Statistics, Sociology, Geography or equivalent qualification from a university recognized in Kenya;
- (iii) a Masters degree in any of the following disciplines: Construction/Project Management, Architecture, Economics, Environmental Studies, Interior Design, Civil Engineering, Electrical Engineering, Mechanical Engineering, Land Economics, Building Economics, Quantity Surveying, Urban Planning, Statistics, Sociology, Geography or equivalent qualification from a university recognized in Kenya.
  - (iv) a Certificate in Leadership course lasting not less than four (4) weeks from a recognized Institution;
  - (v) be conversant with aspect pertaining to the building research industry in the country;
  - (vi) shown high level of competence and proven ability required for direction control and implementation of projects including supervising of multi-disciplinary professionals and technical staff;
  - (vii) demonstrated high standard of competence and administrative ability; and
  - (viii) ability to articulate, interpret and implement national and international policies and research and development goals.

#### **Duties and responsibilities**

Secretary, Building Research Services will head the Kenya Building Research Centre. Duties and responsibilities will include:-

- (i) coordinating the identification of building research needs;
- (ii) developing and prioritizing research protocols to facilitate investigations within a given research project.
- (iii) developing and reviewing research grant proposals;
- (iv) planning and implementing research projects, preparing reports;
- (v) initiating the development of standard operating procedures;
- (vi) coordinating the development of standards, guidelines and procedures for research in accordance with applicable regulatory requirements related to building research;
- (vii) coordinating the development and review of research tools for effective monitoring and evaluating research plans, projects and budgets;
- (viii) preparing strategic workplans and target setting;
- (ix) coordinating the publication and dissemination of building research findings, reports, abstracts and manuscripts in peer reviewed and professional journals;
- (x) ensure prudent management, budget compliance and reporting of research funds within a project;
- (xi) ensure safe custody and maintenance of equipment and research instruments;
- (xii) oversee training and development of staff.

**CHIEF ENGINEER ELECTRICAL (ELECTRICAL SERVICES)– ONE (1) POST - V/NO. 35/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 185,690 p.m. – 396,130 p.m.</b>	<b>(CSG 4)</b>
<b>House Allowance:</b>	<b>Ksh 80,000p.m.</b>	
<b>Entertainment Allowance:</b>	<b>Ksh 65,000 p.m.</b>	
<b>Extraneous Allowance:</b>	<b>Ksh 60,000 p.m</b>	
<b>Domestic Allowance:</b>	<b>Ksh 15,600 p.m</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service.</b>	
<b>Annual Leave:</b>	<b>30 working days per financial year</b>	
<b>Medical Cover:</b>	<b>As provided by the government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable.</b>	

**For appointment to this grade, a candidate must have: -**

- (i) served for a minimum period of three (3) years in the grade of Deputy Chief Electrical Engineer (Electrical Services), CSG 5 or in a comparable and relevant position in the public service;
- (ii) a Bachelor of Science or Engineering Degree in any of the following disciplines: Electrical and Electronics Engineering, Electrical and Telecommunications Engineering, Electrical Engineering, Telecommunications and Information Engineering, Electronics and Computer Engineering, Electrical and Communications Engineering, Mechatronics Engineering or its equivalent qualification from a university recognized in Kenya;
- (iii) a Masters Degree in any of the following fields: Electrical Engineering, Construction Engineering and Management, Project Management or its equivalent qualification from a university recognized in Kenya;
- (iv) registration by Engineers Board of Kenya as a Professional Engineer;
- (v) registration as a Corporate Member of the Institution of Engineers of Kenya (MIEK);
- (vi) valid annual practicing license from the Engineers Board of Kenya;
- (vii) a Certificate in Leadership Course lasting not less than four (4) weeks from a recognized institution;
- (viii) demonstrated high degree of professional competence and administrative capability required for effective planning, direction, control and coordination of the electrical engineering services function; and
- (ix) thorough understanding of national goals, policies and objectives and ability to relate them to the electrical engineering services function and aspirations of Vision 2030.

**Duties and Responsibilities**

- (i) overseeing formulation, implementation and review of policies, legislation, strategies, masterplans, standards, guidelines, procedures, regulations and framework pertaining to electrical, electronics and telecommunications engineering services;

- (ii) overseeing development, planning, designing, installation and maintenance of electrical engineering services including telecommunication systems including instrumentation of control systems, communication networks(wireless networks, fibre optics and satellite communication system), and ensuring they meet performance, safety, and efficiency standards;
- (iii) overseeing provision of consultancy, capacity building, technical support and advisory services to ministries, departments, counties and agencies (mdcas) on electrical, electronics and telecommunications engineering services;
- (iv) approving consultants' and contractors' plans and designs pertaining to electrical infrastructure development and maintenance for implementation;
- (v) ensuring development, implementation, review, monitoring and evaluation of quality and risk management plans for electrical engineering services projects;
- (vi) ensuring development and implementation of energy efficiency systems and green technologies for resilience and as mitigation for climate change effect;
- (vii) facilitating feasibility studies and environmental social impact assessment to determine viability of electrical engineering services projects;
- (viii) ensuring compliance of electrical engineering services with national and international regulations, building codes, and safety standards such as compliance with lightning protection standards in lightning prone area;
- (ix) facilitating quality assurance, performance and technical audits, and monitoring and evaluation of electrical engineering services, projects and programmes;
- (x) establishing partnerships and collaborations with counties and other key stakeholders in support of electrical engineering services programmes and projects;
- (xi) promoting research, innovation, business process re-engineering, application of new technologies and knowledge transfer in electrical engineering services;
- (xii) establishing and maintaining database for electrical engineering services and inventory;
- (xiii) facilitating designing, implementation and review of relevant professional development, graduate internship and industrial attachment programs in consultation with other keystakeholders;
- (xiv) managing and ensuring prudent utilization of assets and resources pertaining to electrical engineering services;
- (xv) preparing and submitting annual reports on electrical engineering services, and cabinet memos and responses to parliamentary queries on the same;
- (xvi) overseeing preparation of strategic/work and procurement plans, budgets and performance targets;and
- (xvii) building capacity and managing performance.

**DIRECTOR BUILDING SAFETY AND QUALITY ASSURANCE SERVICES– ONE (1) POST  
- V/NO. 36/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 155,930 p.m. – 292,490 p.m.</b>	<b>(CSG 5)</b>
<b>House Allowance:</b>	<b>Ksh 52,000 - Ksh 60,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 20,000 p.m.</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service.</b>	
<b>Annual Leave:</b>	<b>30 working days per financial year</b>	
<b>Medical Cover:</b>	<b>As provided by the government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable.</b>	

**For appointment to this grade, a candidate must have: -**

- (i) served for a minimum period of three (3) years in the grade of Deputy Director, Buildings Safety Testing and Quality Assurance services, CSG 6, or in a comparable and relevant position in the public Service;
- (ii) a Bachelors degree in any of the following disciplines: Architecture, Mechanical Engineering, Structural Engineering, Electrical Engineering, Civil Engineering, Quantity Survey, Design, Building Economics or equivalent qualification from a university recognized in Kenya;
- (iii) a Masters degree in any of the following disciplines: Architecture, Mechanical Engineering, Structural Engineering, Electrical Engineering, Civil Engineering, Quantity Survey, Design, Building Economics or equivalent qualification from a university recognized in Kenya;
- (iv) a Certificate in Leadership Course lasting not less than four (4) weeks from a recognized institution;
- (v) attended a Safety & Health Course lasting not less than two(2)weeks  
**OR**  
a Climate Change Certificate lasting not less than two (2) weeks;
- (vi) registered with the relevant professional body;
- (vii) demonstrated merit and ability as reflected in work performance and results;  
and
- (viii) demonstrated a clear understanding of National Development goals, objectives and to integrate them into the buildings safety testing and quality assurance function.

**Duties and Responsibilities**

At this level the Officer will be responsible for all the activities of the Department by providing strategic leadership for effective implementation of all matters relating to Buildings safety Testing, Buildings Quality Assurance functions as well as coordinating the mainstreaming of climate change in the buildings and construction industry. The officer reports to the Inspectorate Secretary. Duties and responsibilities will include:-

- (i) formulating, developing and implementing programmes, procedures, strategic policies ,standards and regulations on building safety, quality assurance, climate change in buildings and buildings assets management;

- (ii) coordinating strategic support to professional and regulatory bodies related to the buildings safety testing and quality assurance functions;
- (iii) ensuring development of linkages with bilateral, regional and international organizations on building safety matters;
- (iv) approving the safe management of building stock in Kenya;
- (v) overseeing inspection of buildings and construction sites to monitor safety compliance, identify potential risks, and address any safety concerns promptly and carrying out of Non-Destructive Testing and destructive testing methods for building assessments;
- (vi) coordinating the mainstreaming the Green Buildings Agenda and other climate change integration in planning and development in the built environment;
- (vii) ensuring the built environment fulfil its climate resilience, adaptation and mitigation roles and targets at national, regional and global levels;
- (viii) coordinating the building & construction sector technical working group on climate change;
- (ix) implementing quality improvement and management initiatives and procedures to enhance overall building projects' performances;
- (x) development of specifications and standards of designs for quality building materials, processes and systems;
- (xi) ensuring implementation of quality control procedures and processes in the built environment;
- (xii) promoting working with other Government Agencies, County Governments and industry stakeholders to identify approaches and methods to improve overall quality of built environment; ensure adherence to applicable laws and regulations within the building industry, including health and safety, environmental protection and consumer rights;
- (xiii) establishing inspection for test plans in the built environment;
- (xiv) ensuring the provision of enabling environment for domestic and foreign direct investment in the built environment;
- (xv) coordinating development and promotion of eased regulatory approvals processes of buildings;
- (xvi) coordinate buildings and climate change;
- (xvii) building assts management functions;
- (xviii) implementation of the ministry's strategic objectives;
- (xix) preparation and implementation of staff performance contracts;
- (xx) mobilizing team building;
- (xxi) overseeing the financial and assets management;
- (xxii) instituting operational accountability and transparency;
- (xxiii) securing and managing financial support for development plans and overall supervision; and
- (xxiv) advancing professional competency and continuous professional development of officers involved in building safety testing ,quality assurance, buildings and climate change;and buildings asset management in Kenya.

**DEPUTY DIRECTOR BUILDINGS INSPECTION AND AUDIT– TWO (2) POSTS - V/NO. 37/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 113,430- Ksh 185,690 p.m.</b>	<b>(CSG 6)</b>
<b>House Allowance:</b>	<b>Ksh 25,000 p.m. - Ksh 50,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 16,000 p.m</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable</b>	

**For appointment to this grade, a candidate must have:-**

- (i) cumulative service period of twelve (12) years, three (3) of which must have been in the grade of Senior Principal Building Inspection and Audit, CSG 7 or in a comparable and relevant position in the public service;
- (ii) a Bachelors degree in any of the following disciplines:-Architecture, Mechanical Engineering, Structural Engineering, Electrical Engineering, Civil Engineering, Quantity Survey, Survey, Design, Urban and Regional Planning, Building Economics or equivalent qualification from a university recognized in Kenya;
- (iii) registered by a relevant and recognized professional body; and
- (iv) demonstrated professional competence and managerial skills as reflected in work performance and results.

**Duties and Responsibilities**

An officer at this level may be deployed either at the Headquarters or in the Regional Office. At the headquarters an officer at this level may be deployed in the following functional areas where duties and responsibilities will include:-

**Built Environment Inspection**

- (i) working in collaboration with relevant stakeholders in reviewing and ensuring implementation of national built environment inspection policies, strategies, programmes, procedures, guidelines and regulations;
- (ii) supervising preparations of standard inspection manuals and templates for use by relevant agencies;
- (iii) working with multi-sectoral agencies in conducting pre-inspection, inspection and post inspection of built environment structures;
- (iv) engaging relevant agencies in conducting continuous and periodic safety health inspections of built environment structures;
- (v) working with relevant stakeholders involved in search, rescue and evacuation missions;
- (vi) supervising research work and promoting benchmark studies with other institutions to keep abreast with emerging trends in built environment inspection issues;and
- (vii) maintaining the national built environment inspection electronic database.

### **Built Environment Audit**

- (i) working in collaboration with relevant stakeholders in reviewing and ensuring implementation of national built environment audit policies, strategies, procedures and programmes, guidelines and regulations;
- (ii) supervising preparations of standard audit manuals and templates for use by relevant agencies;
- (iii) working in consultation with multi-sectoral agencies in promoting built environment audit inspections in compliance with required guidelines and standards;
- (iv) liaising with relevant agencies in conducting continuous and periodic safety health audit inspection of built environment structures;
- (v) working in consultation with relevant stakeholders in addressing remedial measures in built environment;
- (vi) collaborate with relevant stakeholders in mapping of built environment audit inspections;
- (vii) providing technical guidance to vetting committees on built environment audit inspections;
- (viii) supervising research work and promoting benchmark studies with other institutions to keep abreast with emerging trends in built environment audit issues; and
- (ix) maintaining the national built environment audit electronic database

### **DEPUTY DIRECTOR BUILDINGS SAFETY TESTING AND QUALITY ASSURANCE SERVICES– ONE (1) POST - V/NO. 38/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 113,430- Ksh 185,690 p.m.</b>	<b>(CSG 6)</b>
<b>House Allowance:</b>	<b>Ksh 25,000 p.m. - Ksh 50,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 16,000 p.m</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable</b>	

#### **For appointment to this grade, a candidate must have:-**

- (i) served for a minimum period of three (3) years in the grade of Senior Principal Buildings Safety, Testing and Quality Assurance, CSG 7 or in a comparable and equivalent position in the public service;
- (ii) a Bachelors degree in any of the following disciplines: Architecture, Mechanical Engineering, Structural Engineering, Electrical Engineering, Civil Engineering, Quantity Survey, Design, Building Economics or equivalent qualification from a university recognized in Kenya;
- (iii) attended a Safety and Health Course lasting not less than two (2) weeks  
OR  
Climate Change Certificate lasting not less than two (2) weeks;
- (iv) registered with a relevant professional body; and

- (v) demonstrated a high degree of professional competence and administrative capability required for effective planning, direction, control and coordination of Buildings safety testing and quality assurance programmes

### **Duties and Responsibilities**

An officer at this level will deputize the Director for effective coordination of buildings safety testing or Quality Assurance Services, Buildings and Climate change and buildings and asset management functions. Duties and responsibilities will include effective planning, implementing and directing activities relating to operations of the departmental unit. The officer may be deployed to carry out either of the following specific functions.

### **Building Safety Testing function**

- (i) planning, formulating, developing and implementing programmes, procedures, strategies, policies, standards and regulations on building safety;
- (ii) managing quality audits and follow ups on audit findings;
- (iii) validate inspection and test plans in the built environment;
- (iv) validating the approval of safe management of building stock in Kenya;
- (v) ensure and provide strategic support to professional and regulatory bodies related to the buildings safety testing function;
- (vi) build capacity of other State Agencies and counties' personnel and the built environment professionals to perform effective building safety function;
- (vii) registration of building safety personnel;
- (viii) develop linkages with bilateral, regional and international organizations on buildings safety matters;
- (ix) oversee inspection of buildings and construction sites to monitor safety compliance, identify potential risks, and address any safety concerns promptly;
- (x) ensure adherence to applicable laws and regulations within the building industry;
- (xi) prepare, develop and implement emergency response plans, including evacuation procedures;
- (xii) support carrying out of Non-Destructive Testing and destructive testing methods for building assessments;
- (xiii) investigating buildings for construction faults, poor designs and overall structural integrity; and
- (xiv) documentation and maintenance of records of quality findings and resolutions;

### **Quality Assurance Services; Buildings and Climate Change; and Buildings Asset Management Functions**

- (i) development and enforcement of quality buildings standards;
- (ii) implementation of quality improvement and management initiatives and procedures to enhance overall building performances;
- (iii) promotion of the working with other Government Agencies, County Governments and industry stakeholders to identify approaches and methods to improve overall quality of built environment;
- (iv) leading mainstreaming the Green Buildings Agenda and other climate change integrations in planning and development in the built environment;

- (v) ensuring the built environment fulfils its climate resilience, adaptation and mitigation roles and targets at national, regional and global levels;
- (vi) coordinating the building and construction sector technical working group on climate change;
- (vii) overseeing development of specifications and standards of designs for quality building materials, processes and systems;
- (viii) ensuring effective implementation of quality control procedures and processes in the built environment;
- (ix) ensuring the provision of an enabling environment for domestic and foreign direct investment in the built environment;
- (x) overseeing development and promotion of eased regulatory approvals processes of buildings;
- (xi) development of industrial research, development, innovation and technology transfer on building standards and safety testing;
- (xii) promoting the development and implementation of the building's assets management function
- (xiii) being responsible for effective and quality implementation of the Ministry's strategic objectives;
- (xiv) ensuring preparation and implementation of staff performance contracts;
- (xv) supporting and mobilizing team building;
- (xvi) ensuring effectiveness in financial and assets management; and
- (xvii) advance professional competency and continuous professional development of officers working under.

#### **SENIOR PRINCIPAL ENGINEER (STRUCTURAL)– TWO (2) POSTS - V/NO. 39/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 113,430- Ksh 185,690 p.m.</b>	<b>(CSG 6)</b>
<b>House Allowance:</b>	<b>Ksh 25,000 p.m. - Ksh 50,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 16,000 p.m</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable</b>	

#### **For appointment to this grade, a candidate must have:-**

- (i) served for cumulative service period of twelve (12) years, three (3) of which must have been in the grade of Principal Engineer (Structural), CSG 7 or in a comparable and relevant position in the public service;
- (i) a Bachelor of Science or Engineering Degree in any of the following disciplines: Civil Engineering, Civil and Structural Engineering or its equivalent qualification from a university recognized in Kenya;
- (ii) registration by Engineers Board of Kenya as a Professional Engineer;
- (iii) registration as a Corporate Member of the Institution of Engineers of Kenya (MIEK);
- (iv) a valid annual practicing license from the Engineers Board of Kenya; and
- (v) shown merit and ability as reflected in work performance and results

#### **Duties and Responsibilities**

- (i) developing, implementing and reviewing policies, strategies, standards, guidelines, procedures and frameworks pertaining to construction and maintenance of structural and civil works in Government buildings and other public works including marine and footbridges;
- (ii) coordinating planning, designing and supervision of construction, maintenance, rehabilitation and renovation of structural, civil and other public works and projects;
- (iii) coordinating planning, designing and supervising construction of structures to protect public land and properties from river flooding and erosion;
- (iv) coordinating consultancy services for transmission of masts and tower structures for government communication and security installations;
- (v) coordinating implementation of project designs and site instructions related to construction and maintenance of structural, civil and other public works and projects;
- (vi) coordinating supervision and inspection of civil and structural works and project for compliance with designs, specifications, standards and safety regulations;
- (vii) interpreting engineer's designs, drawings, and specifications for structural, civil and other public works and projects;
- (viii) providing consultancy, capacity building, technical support and advisory services to Ministries, Departments, Counties and Agencies (MDCAS) on matters pertaining to construction and maintenance of structural, civil and other public works including marine and footbridges;
- (ix) reviewing consultants' and contractors' plans and designs on construction and maintenance of structural, civil and other public works for necessary approval;
- (x) preparing contract drawings, specifications and contract documents for tendering of construction and maintenance of structural, civil and other public works and projects;
- (xi) conducting feasibility studies and environmental social impact assessment to determine viability for construction of structural, civil and other public works;
- (xii) coordinating structural integrity surveys for quality control and compliance;
- (xiii) monitoring and evaluating construction and maintenance of structural, civil and other works and projects;
- (xiv) updating information pertaining to structural, civil and other public works and inventory;
- (xv) identifying areas of research and preparing concept notes and proposals;
- (xvi) designing, implementing and reviewing relevant professional development, graduate internship and industrial attachment programs in consultation with other key stakeholders;
- (xvii) preparing reports on structural engineering works;
- (xviii) preparing budgets for structural, civil and other public works;
- (xix) preparing strategic/work plans and setting targets; and
- (xx) coaching and mentoring of staff.

**SENIOR PRINCIPAL MECHANICAL ENGINEER (MECHANICAL AND WATER)– THREE  
(3) POSTS - V/NO. 40/2026**

Basic Salary Scale:	Ksh 113,430- Ksh 185,690 p.m.	(CSG 6)
House Allowance:	Ksh 25,000 p.m. - Ksh 50,000 p.m.	
Commuter Allowance:	Ksh 16,000 p.m	
Leave Allowance:	As provided in the Civil Service	
Annual Leave:	30 working days	
Medical Cover:	As provided by the Government	
Terms of Service:	Permanent and Pensionable	

**For appointment to this grade a candidate must have:-**

- (ii) served cumulative service period of twelve (12) years, three (3) in the grade of Principal Engineer (Building & Water), CSG 7 or comparable and relevant position in the public service;
- (i) a Bachelor of Science or Engineering Degree in any of the following disciplines:  
Mechanical Engineering, Mechanical and Production Engineering, Mechatronics Engineering, Mechanical and Industrial Engineering, Mechanical and Manufacturing Engineering or its equivalent qualification from a university recognized in Kenya;
- (ii) registration by Engineers Board of Kenya as a Professional Engineer;
- (iii) registration as a Corporate Member of the Institution of Engineers of Kenya (MIEK);
- (iv) valid Annual Practicing License from the Engineers Board of Kenya; and
- (v) demonstrated high degree of professional competence and administrative capability as reflected in work performance and results.

**Duties and Responsibilities**

- (i) developing, implementing and reviewing policies, strategies, standards, guidelines, procedures and frameworks pertaining to mechanical engineering (building and water) and fire engineering services;
- (ii) supervising development, planning, designing, detailing and preparation of drawing, bill of quantities and tender documents for mechanical engineering (building and water) and fire engineering works and projects;
- (iii) supervising construction, installation, improvement and maintenance of mechanical engineering (building and water) and fire engineering works and projects;
- (iv) ensuring quality control of completed mechanical engineering (building and water) and fire engineering works and projects;
- (v) supervising mechanical engineering (building and water) and fire engineering works and projects and contracts before, during and after completion;
- (vi) coordinating site assessment during planning, design, construction, installation, maintenance and repair works;

- (vii) reviewing and recommending for approval of engineering consultants' designs;
- (viii) evaluating and certifying fees submitted by consultants;
- (ix) reviewing designs, project proposal and reports prepared by consultants;
- (x) designing mechanisms for monitoring and evaluation of mechanical engineering (building and water) and fire engineering works and projects;
- (xi) preparing specifications for procurement of spare parts for repair and maintenance of equipment, machines and plant;
- (xii) conducting research in emerging trends and technologies in mechanical engineering (building and water);
- (xiii) preparing project costings and budgets for mechanical engineering (building and water) and fire engineering services;
- (xiv) preparing specifications for procurement of spare parts for repair and maintenance of equipment, machines and plant;
- (xv) maintaining information on mechanical engineering services (building and water);
- (xvi) preparing progress reports.
- (xvii) preparing strategic/work plans, budgets and performance targets; and
- (xviii) coaching and mentoring of staff.

**PRINCIPAL ELECTRICAL ENGINEER (ELECTRICAL SERVICES)– ONE (1) POST - V/NO. 41/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 94,120 - Ksh 142,590 p.m.</b>	<b>(CSG 7)</b>
<b>House Allowance:</b>	<b>Ksh 21,000 p.m. – Ksh 45,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 12,000 p.m</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable</b>	

**For appointment to this grade a candidate must have:-**

- (iii) served for cumulative service period of nine (9) years, three (3) in the grade of a Senior Electrical Engineer (Electrical Engineering Services), CSG 8 or comparable and relevant position in the wider public service;
- (i) a Bachelor of Science or Engineering Degree in any of the following disciplines: Electrical and Electronics Engineering, Electrical and Telecommunications Engineering, Telecommunications and Information Engineering, Mechatronics Engineering or its equivalent qualification from a university recognized in Kenya;
- (ii) registered by the Engineers Registration Board of Kenya as a Professional Engineer;
- (iii) registration as Corporate Member of the Institution of Engineers of Kenya (MIEK);
- (iv) valid annual Practicing license from the Engineers Registration Board of Kenya; and
- (v) shown merit as reflected in works performance and results.

### **Duties and Responsibilities**

- (i) developing, planning, designing, supervising installation and maintenance of electrical and electronic engineer services including telecommunication systems, including instrumentation and control systems, communication networks (wireless networks, fibre optics and satellite communication systems), and ensuring they meet performance, safety, and efficiency standards;
- (ii) preparing technical specifications and contract documents for tendering of electrical, electronics and telecommunications engineering services for approval;
- (iii) developing and implementing, monitoring and evaluation of quality and risk
- (iv) managing plans for electrical engineering services projects;
- (v) conducting feasibility studies and environmental social impact assessment to
- (vi) determining viability of electrical engineering services projects;
- (vii) conducting quality assurance, performance and technical audits, and monitor and
- (viii) evaluating electrical engineering services projects and programmes;
- (ix) conducting research in emerging issues and trends in electrical engineering services and preparing reports;
- (x) updating information on electrical engineering services and inventory; and
- (xi) preparing strategic/work plans and setting targets.

### **PRINCIPAL ENGINEER (STRUCTURAL)– TWO (2) POSTS - V/NO. 42/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 94,120 - Ksh 142,590 p.m.</b>	<b>(CSG 7)</b>
<b>House Allowance:</b>	<b>Ksh 21,000 p.m. – Ksh 45,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 12,000 p.m</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable</b>	

### **For appointment to this grade a candidate must have:-**

- (i) served for a minimum period of nine (9) years, three (3) in the grade of a Senior Engineer (Structural), CSG 8 or comparable and relevant position in the public service;
- (ii) a Bachelors of Science or Engineering Degree in any of the following disciplines: Electrical and Electronics Engineering, Electrical and Telecommunications Engineering, Telecommunications and Information Engineering, Mechatronics Engineering or its equivalent qualification from a university recognized in Kenya;
- (iii) registered by the Engineers Registration Board of Kenya as a Professional Engineer;
- (iv) registration as Corporate Member of the Institution of Engineers of Kenya (MIEK);
- (v) valid annual Practicing license from the Engineers Registration Board of Kenya; and
- (vi) shown merit as reflected in works performance and results.

### **Duties and Responsibilities**

- (i) developing, planning, designing, supervising installation and maintenance of electrical and electronic engineer services including telecommunication systems, including instrumentation and control systems, communication networks (wireless networks, fibre optics and satellite communication systems), and ensuring they meet performance, safety, and efficiency standards;
- (ii) preparing technical specifications and contract documents for tendering of electrical, electronics and telecommunications engineering services for approval;
- (iii) developing and implementing, monitoring and evaluation of quality and risk management plans for electrical engineering services projects;
- (iv) conducting feasibility studies and environmental social impact assessment to determine viability of electrical engineering services projects;
- (v) conduct quality assurance, performance and technical audits, and monitor and evaluate electrical engineering services projects and programmes;
- (vi) conducting research in emerging issues and trends in electrical engineering services and preparing reports;
- (vii) updating information on electrical engineering services and inventory; and
- (viii) preparing strategic/work plans and setting targets.

**SENIOR PRINCIPAL ENGINEERING TECHNICIAN (STRUCTURAL)– ONE (1) POST - V/NO. 43/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 94,120 - Ksh 142,590 p.m.</b>	<b>(CSG 7)</b>
<b>House Allowance:</b>	<b>Ksh 21,000 p.m. – Ksh 45,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 12,000 p.m</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable</b>	

**For appointment to this grade a candidate must have:-**

- (i) cumulative service period of fifteen (15) years three (3) of which must have been at the grade of Principal Engineering Technician (Structural), CSG 8 or in comparable and relevant position in the public service;
  - (ii) a Diploma in any of the following disciplines; Civil Engineering or an equivalent qualification from a recognized institution;
- OR**
- (i) Construction Technician Certificate Part III or its equivalent qualifications from a recognized institution;
  - (i) a Higher National Diploma in Construction (Structures, Building and Civil Engineering) or their equivalent qualification from a recognized institution;
  - (ii) registration by the Kenya, Engineering Technology Registration Board (KETRB) as a Certified Engineering Technician;
  - (iii) demonstrated outstanding professional competence and administrative ability as reflected in work performance and results.

**Duties and Responsibilities**

- (i) implementing policies, regulations, standards, strategies, guidelines, procedures and programmes pertaining to infrastructure and facilities construction;

- (ii) coordinating site supervision for infrastructure facilities maintenance and construction works;
- (iii) rehabilitate and renovate existing public infrastructure and facilities;
- (iv) ensuring inspection activities on infrastructure and facilities construction project to ensure compliance with design plans, specifications, and safety standards;
- (v) coordinating the inspection of conditions of existing public infrastructure and facilities;
- (vi) taking part in preparation of contract drawings and specifications for use and comparing their details with work on site;
- (vii) checking schedules of materials for infrastructure and facilities maintenance activities.
- (viii) participating in planning of annual works programme in infrastructure construction;
- (ix) checking progress reports on infrastructure and facilities construction works; and
- (x) managing records and information pertaining to infrastructure and facilities construction works;
- (xi) managing infrastructure and facilities construction workshops;
- (xii) planning and scheduling appropriate training for staff development in this cadre; and
- (xiii) taking part in preparation of tender documents, project costing and budget schedules;
- (xiv) coordinating technical site operations;
- (xv) adopting innovations and new technologies in the provision of mechanical building services;
- (xvi) preparing technical and progress reports pertaining to mechanical engineering building services;
- (xvii) ensuring technical compliance, safety and quality control in provision of mechanical building services; and
- (xviii) coaching and mentoring of staff working under their supervision.

**SENIOR PRINCIPAL ENGINEERING TECHNICIAN MECHANICAL (BS)– TWO (2) POSTS - V/NO. 44/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 94,120 - Ksh 142,590 p.m.</b>	<b>(CSG 7)</b>
<b>House Allowance:</b>	<b>Ksh 21,000 p.m. – Ksh 45,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 12,000 p.m</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable</b>	

**For appointment to this grade, a candidate must have:-**

- (i) cumulative service period of fifteen (15) years three (3) of which must have been in the grade of Principal Engineering Technician Mechanical (BS)), CSG 8 or in comparable and relevant position in the public service;
- (ii) a Diploma in Mechanical Engineering in any of the following options: Plant, Production, Welding and Fabrication, Material and Metallurgy or its equivalent qualification from a recognized institution;

**OR**

- Technician Part III in Mechanical Engineering or its equivalent qualifications from a recognized institution;
- (iii) a Higher Diploma in Mechanical Engineering or its equivalent qualification from a recognized institution;
  - (iv) registration by the Kenya Engineering Technology Registration Board (KETRB) as a Certified Engineering Technician;
  - (v) valid annual practicing license from Kenya Engineering Technology Registration Board;
  - (vi) demonstrated outstanding professional competence and administrative ability as reflected in work performance and results.

**Duties and Responsibilities**

- (i) implementing policies, regulations, standards, guidelines and strategies in carrying out mechanical installation works;
- (ii) supervising inspection, testing and maintenance of mechanical installations and equipment in buildings and public facilities;
- (iii) taking part in preparation of predictive, corrective and preventive of mechanical installations and equipment maintenance schedule;
- (iv) interpreting mechanical contracts and installation drawings and specifications;
- (v) preparing design drawings and specifications under direction of mechanical engineers (building service);
- (vi) coordinating, installation, testing, commissioning and maintenance of mechanical works and equipment in buildings and public facilities;
- (vii) managing mechanical maintenance materials, spares, accessories and test equipment;
- (viii) taking part in digitization, storage and retrieval of drawings for utilization;
- (ix) taking part in preparation of tender documents, project costing and budget schedules;
- (x) coordinating technical site operations;
- (xi) adopting innovations and new technologies in the provision of mechanical building services;
- (xii) preparing technical and progress reports pertaining to mechanical engineering building services;
- (xiii) ensuring technical compliance, safety and quality control in provision of mechanical building services; and
- (xiv) coaching and mentoring of staff working under their supervision.

**CHIEF SUPERINTENDING ARCHITECT– THREE (3) POSTS - V/NO. 45/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 94,120 - Ksh 142,590 p.m.</b>	<b>(CSG 7)</b>
<b>House Allowance:</b>	<b>Ksh 21,000 p.m. – Ksh 45,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 12,000 p.m</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable</b>	

**For appointment to this grade a candidate must have:-**

- (i) cumulative service period of ten (10) years, three (3) of which must have been in the grade of Senior Superintending Architect, CSG 8 or in comparable and relevant position in the public service.
- (ii) a Bachelors Degree in Architecture or its equivalent from a university recognized in Kenya;
- (iii) been registered by the Board of Registration of Architects and Quantity Surveyors;
- (iv) corporate membership with the Architectural Association of Kenya (AAK).
- (v) attended a Project Development and Management course lasting not less than four (4) weeks from a recognized Institution; and
- (vi) demonstrated a higher degree of professional competence and general administrative ability required for direction, control and implementation of building programmes.

**Duties and Responsibilities**

An officer at this level is responsible to the Chief Architect and may be deployed as a Head of a Unit at the Headquarters or as County Works Officer or a Regional Architect. Duties and responsibilities will include:-

- (i) management and coordination of the preparation of scheme designs and production drawings for Projects in the Annual Works Programme;
- (ii) controlling of activities on construction site;
- (iii) supervision of projects during construction and maintenance;
- (iv) monitoring of expenditure;
- (v) liaising with client Ministries/Departments on matters relating to design briefs and expenditure;
- (vi) overseeing implementation of architectural policies, manage and coordinate field work and user reaction investigations;
- (vii) analysing of data from field surveys and establishment of spatial standards and architectural detailing;
- (viii) monitoring and evaluating sketch/scheme designs done by consultants for necessary recommendations for approval;
- (ix) valuation of consultants' fees and make recommendations for payment and assessment of training needs in the Units;
- (x) will be in charge of all Architectural, Engineering and Quantity Surveying services in the County;
- (xi) designing and supervision of construction and maintenance of public buildings, civil and other public works; and
- (xii) undertaking research activities, administration and supervision of all staff working under him or her.

## STATE DEPARTMENT FOR HOUSING AND URBAN DEVELOPMENT

### SECRETARY, HOUSING DEVELOPMENT – ONE (1) POST –V/NO. 46/2026

Basic Salary Scale:	Ksh 185,690 p.m. – 396,130 p.m.	(CSG 4)
House Allowance:	Ksh 80,000	
Commuter Allowance:	Ksh 24,000 p.m.	
Leave Allowance:	As provided in the Civil Service.	
Annual Leave:	30 working days per financial year	
Medical Cover:	As provided by the government	
Terms of Service:	Permanent and Pensionable/Local Agreement.	

#### For appointment to this grade a candidate must have:-

- (i) served for a minimum period of three (3) years in the grade of Director, Housing Development CSG 5, or in a comparable and relevant position in the housing and human settlements sector in the public service;
- (ii) a Bachelors degree in any of the following fields: Housing Administration, Architecture, Land Economics Urban/Regional Planning, Construction Management, Property Management and Valuation, Facilities Management, Business Administration, Structural/Civil/ Building/Mechanical Engineering or any other equivalent and relevant qualification from a university recognized in Kenya;
- (iii) a Masters degree in any of the following: Housing Administration, Urban Management, Urban/Regional Planning, Valuation and Property Management, Architecture, Interior Design, Civil/Electrical/Mechanical/Structural Engineering, Land Economics, Building Economics, Estate Management, Building/ Construction /Project Management, Economics, Sociology Environmental studies, Community Development, Business Administration or equivalent qualification from a university recognized in Kenya;
- (iv) been registered by any of the following bodies; Board of Registration of Architects and Quantity Surveyors, Engineers Registration Board, Institute of Surveyors of Kenya, Physical Planners Registration Board, Valuers Registration Board, National Environment Management Authority Board any other relevant and recognized professional body (applicable to professional degree holders only);
- (v) a Certificate in Leadership course lasting not less than four (4) weeks from a recognized institution;
- (vi) demonstrated a high degree of professional, administrative and managerial competence in work performance necessary for the effective management of the functions of the departments;
- (vii) ability to articulate, interpret and implement national and international policies and development goals.

#### Duties and Responsibilities

Duties and responsibilities at this level will include: -

- (i) formulating and implementing of housing and planning policies;
- (ii) formulating, implementing and review of housing sector national policy, legislations, strategies, standards, guidelines and regulations;
- (iii) undertaking research on housing dynamics to inform policy establishment of a firework for housing infrastructure development;
- (iv) formulating of framework for identification and suitability assessment of land for development of housing co-ordination of resource mobilization for low-cost housing infrastructure programmes;
- (v) documenting and disseminating of housing sector incentives in liaison with the National Treasury and other stakeholders;
- (vi) coordinating of Kenya's participation in local, regional and international housing fora Coordination and documentation of collaborative research and dissemination of Appropriate Building Materials and Technologies (ABMT);
- (vii) identifying, documenting and disseminating of best practices in Housing and Human Settlements Sector;
- (viii) providing of guidance and technical advice on implementation of multi-lateral human settlements agreements, treaties, protocols and strategies. Other duties will entail management of financial human and other resources in the department.
- (ix) lobbying for resources for housing development projects in consultation with relevant Government Agencies;
- (x) reviewing and advising on Environmental Impact Assessment Reports from NEMA on housing development projects; and
- (xi) developing of institutional housing for disciplined forces and university student accommodation;

**SECRETARY, URBAN AND METROPOLITAN DEVELOPMENT – ONE (1) POST –  
V/NO. 47/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 185,690 p.m. – 396,130 p.m.</b>	<b>(CSG 4)</b>
<b>House Allowance:</b>	<b>Ksh 80,000</b>	
<b>Commuter Allowance:</b>	<b>Ksh 24,000 p.m.</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service.</b>	
<b>Annual Leave:</b>	<b>30 working days per financial year</b>	
<b>Medical Cover:</b>	<b>As provided by the government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable/Local Agreement.</b>	

**For appointment to this grade a candidate must have:-**

- (i) served for a minimum period of three (3) years in the grade of Director, Urban Development or Metropolitan Services CSG 5, or a comparable and relevant position in the Public Service;
- (ii) a Bachelors Degree in any of the following disciplines: urban and regional planning, Land economics, Building, Economics, Construction Management, Quantity Survey, Architecture, Landscape Architecture, Environmental planning and Management, civil engineering, Mechanical Engineer, Structural Engineering, Electrical Engineering, Survey and photogrammetry, GIS, Urban Design, or equivalent qualifications from a university recognized in Kenya;

**OR**

a Bachelors Degree in any of the following disciplines: Sociology, Psychology, Social Development or any other relevant Social Sciences from a university recognized in Kenya;

a Master's degree in any of the following disciplines: Urban and Regional Planning, Land Economics, Building Economics, Architecture, Landscape Architecture, Environmental Planning and Management, Housing, Civil Engineering, Mechanical Engineering, Structural Engineering, Electrical Engineering, Survey and Photogrammetry, GIS, Urban Design, or equivalent qualifications from a university recognized in Kenya;

**OR**

a Masters Degree in any of the following disciplines: Sociology, Psychology, Social Development or any other relevant Social Sciences from a university recognized in Kenya;

- (iii) been a registered member of a relevant professional body where applicable;
- (iv) a Certificate in leadership course lasting not less than four (4) weeks from a recognized institution; and
- (v) demonstrated high degree of professional competence, administrative capabilities and initiative in general organization and management in the field of urbanization and urban development.

### **Duties and Responsibilities**

The Secretary, Urban and Metropolitan Development will be responsible to the Principal Secretary for the smooth coordination and management of Urban and Metropolitan Development functions. Duties and Responsibilities will include:-

- (i) formulating, implementing and reviewing of Policies, legislative frameworks and standards for Urban and Metropolitan Development;
- (ii) coordinating and technical support to counties on Urban and Metropolitan planning;
- (iii) developing of guidelines, oversight on the administration and operationalization of the metropolitan regions;
- (iv) initiating and coordinating of the implementing of strategic urban infrastructure and utilities, projects and programmes for special urban cities and economic hubs;
- (v) promoting of good Urban Governance and Management to the urban institutions- city/municipal boards, towns and market committees;
- (vi) overseeing the establishment and operationalization of the National Urban Development Fund;
- (vii) coordinating of research and disseminating of information on urban and metropolitan development matters and emerging urbanization dynamics;
- (viii) identifying and implementing of strategic metro wide projects and programmes requiring support by national government;
- (ix) developing of Integrated roads, bus, railway efficient mass transport system and other forms of infrastructure for six (6) metropolitan areas in accordance to Kenya Vision 2030 Social Pillar;
- (x) providing of technical support in development of world class social and physical infrastructure for promotion of metro regions into Service hubs for balanced regional development;

- (xi) promoting of innovation and use of modern technology in the urban and metropolitan areas;
- (xii) providing of leadership and guidance in undertaking classification and delineation of cities, Municipalities Towns and metropolitan areas;
- (xiii) providing of guidance in the Domestication and operationalization of regional and international obligations on urbanization- SDGs, NUA, Africa Agenda 2063;
- (xiv) coordinating of Kenya's participation in the World cities day, Urban October, the Kenya Urban Forum and the Regional/World Urban Forum; and
- (xv) managing of urban environments, climate change and risk/disaster management.

**DEPUTY DIRECTOR, METROPOLITAN PLANNING & ENVIRONMENT- ONE (1) POST – V/NO. 48/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 113,430- Ksh 185,690 p.m.</b>	<b>(CSG 6)</b>
<b>House Allowance:</b>	<b>Ksh 25,000 p.m. – Ksh 50,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 16,000 p.m</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable</b>	

**For appointment to this grade a candidate must have:-**

- (i) served for a minimum period of three (3) years in the grade of Assistant Director Metropolitan Planning and Environment, CSG 7, or in a comparable and relevant position in the public service;
- (ii) a Bachelors degree in any of the following disciplines: Urban and Regional Planning, Land Economics, Building Economics, Construction Management, Quantity Survey, Architecture, Landscape Architecture, Environmental Planning and Management, Civil Engineering, Mechanical Engineering, Structural Engineering, Electrical Engineering, Land Survey and Photogrammetry, Geospatial Engineering, GIS, Urban Design, Sociology, psychology, Social Development or any other relevant /equivalent qualifications from a university recognized in Kenya;

**OR**

- a Bachelors degree in any of the following disciplines: Sociology, Psychology, Social Development or any other relevant Social Sciences from a university recognized in Kenya;
- (iii) be a registered member of a relevant professional body where applicable; and
- (iv) demonstrated technical and professional competence as reflected in work performance and results.

**Duties and Responsibilities**

- (i) reviewing and implementing metropolitan development policies, strategies, procedures, plans, standards and guidelines.
- (ii) ensuring implementation of programmes on delineation of metropolitan areas;
- (iii) initiating, reviewing and disseminating of appropriate legislation and regulations on metropolitan development;

- (iv) ensuring implementation of strategic projects and programmes in metropolitan areas including joint projects to be implemented by both levels of government in the capital city;
- (v) ensuring implementation of strategic projects and programmes for metropolitan development such as, spatial plans transport, water, sanitation, solid waste, fire disaster, strategic social infrastructure, markets, schools, health, cultural, reaction facilities security lighting and other related infrastructure on metropolitan development;
- (vi) coordinating gender mainstreaming and social inclusivity in metropolitan projects and programmes;
- (vii) providing technical advice to national and county governments on matters of metropolitan development;
- (viii) reviewing and ensuring implementation of strategies for domestication of internal metropolitan agenda;
- (ix) reviewing and ensuring implementation of spatial plans for the metropolitan regions and major urban areas and transport corridors;
- (x) ensuring implementation of strategic projects and programmes for promotion of Nairobi into a regional and Global Service hub and other cities in the metropolitan areas;
- (xi) coordinating implementation of support maintenance programmes, infrastructure and services for the capital city and metropolitan areas;
- (xii) facilitating implementation of the principles of metropolitan cooperation with the Capital City County government of Nairobi and other metropolitan areas;
- (xiii) providing technical support on social and physical infrastructure and services in concurrence with both levels of governments in the capital city and other metropolitan regions; and
- (xiv) coordinating research, innovation, best practices and use of modern technology in metropolitan development related issues.

**SENIOR PRINCIPAL SUPERINTENDING ENGINEER (CIVIL/STRUCTURAL) – ONE (1)  
POST – V/NO. 49/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 113,430- Ksh 185,690 p.m.</b>	<b>(CSG 6)</b>
<b>House Allowance:</b>	<b>Ksh 25,000 p.m. – Ksh 50,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 16,000 p.m</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable</b>	

**For appointment to this grade a candidate must have:-**

- (i) served for a minimum period of three (3) years in the grade of Chief Superintending Engineer (Structural) CSG 7 or in a comparable and relevant position in the public service;
- (ii) a Bachelors degree in Civil Engineering or its equivalent and relevant qualification from a university recognized in Kenya;
- (iii) a registered member with the Engineers Registration Board of Kenya (ERB);

- (iv) a current valid annual practicing license from the Engineers Registration Board of Kenya;
- (v) corporate membership with the Institution of Engineers of Kenya (IEK); and
- (vi) demonstrated a high degree of professional competence and administrative capability required for effective planning direction, control and coordination of structural and civil engineering development programmes;

### **Duties and Responsibilities**

An officer at this level may be deployed as a head of a Division at Headquarters or regional office. The duties and responsibilities at the headquarters will include;- monitoring and execution of the work in specialized fields of engineering in one of the following: -

#### **Structural**

- (i) planning, designing, supervising of construction, materials investigating and researching related to buildings and other structures like swimming pools;
- (ii) directing, controlling and supervising of maintenance of various structures; and
- (iii) controlling and supervising of staff and financial control in the Division.

#### **Administration and Planning**

- (i) administrative matters, procurement, financial control and supervision of staff;
- (ii) ensuring sufficiency of design and contact drawings;
- (iii) implementing of the specifications and quality control;
- (iv) formulating of design standards and procedures;
- (v) developing of research on materials in buildings/civil and marine works technology;
- (vi) registration of consulting engineers;
- (vii) registration of civil engineering contractors.

### **SENIOR PRINCIPAL SUPERINTENDING QUANTITY SURVEYOR- TWO (2) POSTS – V/O. 50/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 113,430- Ksh 185,690 p.m.</b>	<b>(CSG 6)</b>
<b>House Allowance:</b>	<b>Ksh 25,000 p.m. – Ksh 50,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 16,000 p.m</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable</b>	

#### **For appointment to this grade a candidate must have: -**

- (i) served for a minimum period of three (3) years in the grade of Chief Superintending Quantity Surveyor, CSG 7, or in comparable and relevant position in the public service;
- (ii) a Bachelors degree in Building Economics/Quantity Surveying or its equivalent and relevant qualifications from a university recognized in Kenya;
- (iii) been registered with the Board of Registration of Architects and quantity Surveyors of Kenya as Quantity Surveyor;

- (iv) corporate Membership of the Institute of Quantity Surveyors of Kenya (IQSK) or Architectural Association of Kenya (AAK); and
- (v) demonstrated a high degree of professional competence and administrative capability required for effective planning, direction, control coordination of quantity surveying function.

### **Duties and Responsibilities**

An officer at this level may be deployed as the head of a division at the Headquarters or as a Regional Office. Duties and responsibilities will include; -

- (i) dissemination, formulation, implementation and control of policy on tendering and procurement procedures, financial and contract administration of building construction and maintenance contracts.
- (ii) being an alternative secretary to the Board of Registration of Architects and Quantity Surveyors and contactors registration committee, supervise staff performance, welfare, and discipline;
- (iii) registration and performance of private constructing Quantity Surveyor;
- (iv) organising for training seminars and workshops for all staff;
- (v) responsible for field operation;
- (vi) litigation and arbitration in liaison with other Departments and Attorney General chambers;
- (vii) supervising and directing all Architectural, Engineering and Quantity Surveying services in the Region;
- (viii) coordination of design and supervision of construction and maintenance of public buildings, civil and other public works.
- (ix) being responsible for research activities, administration and supervision of the staff working under him/her.

### **SENIOR PRINCIPAL SUPERINTENDING ARCHITECT – ONE (1) POST – V/O. 51/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 113,430- Ksh 185,690 p.m.</b>	<b>(CSG 6)</b>
<b>House Allowance:</b>	<b>Ksh 25,000 p.m. – Ksh 50,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 16,000 p.m</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable</b>	

### **For appointment to this grade a candidate must have: -**

- (i) served for a minimum period of three (3) years in the grade of Chief Superintending Architect, CSG 7, or in a comparable and relevant position in the public service;
- (ii) a Bachelors Degree in Architecture or its equivalent and relevant qualification from a university recognized in Kenya;
- (iii) been registered by the Board of Registration of Architects and Quantity Surveyors of Kenya;
- (iv) membership with the Architectural Association of Kenya (AAK)
- (v) registration with the Board of Registration of Architects and Quantity Surveyors;

- (vi) shown merit and ability as reflected in work performance and results.

#### **Duties and Responsibilities**

- (i) ensuring compliance with CAP 525 of the Laws of Kenya and other statutes in the delivery of Architectural functions;
- (ii) undertaking research on new building technologies and materials, recommending approval of drawings and fee notes for consultants;
- (iii) coordinating user reaction surveys; preparation of final reports for improved performance of type designs and details;
- (iv) monitoring of expenditure on the Government Building Development Programme and delays on projects;
- (v) preparing of the departmental Budget estimates, forward planning training and development of staff.

#### **ASSISTANT DIRECTOR ESTATE MANAGEMENT – NINE (9) POSTS – V/NO. 52/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 94,120 - Ksh 142,590 p.m.</b>	<b>(CSG 7)</b>
<b>House Allowance:</b>	<b>Ksh 21,000 - Ksh 45,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 12,000 p.m.</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and pensionable</b>	

#### **For appointment to this grade a candidate must have: -**

- (i) served for a minimum period of three (3) years in the grade of Principal Estate Management Officer, CSG 8, or in a comparable position in the public service;
- (ii) a Bachelors degree in any of the following: Housing Administration, Architecture, Land Economics Urban/Regional Planning, Construction Management, Property Management and Valuation, Facilities Management, Business Administration, Structural/Civil/ Building/Mechanical Engineering or any other equivalent and relevant qualification from a university recognized in Kenya;
- (iii) registration by any of the following Bodies: Institution of Surveyors of Kenya, Board of Architects and Quantity Surveyors, Physical planners Registration Board and Engineers Registration\board or any other relevant and recognized body;
- (iv) gained wide experience and demonstration competence in the organization of Estate Management; and
- (v) demonstrated professional competence and ability in the supervision of work of professionals.

#### **Duties and Responsibilities**

- (i) co-ordinating and supervising of estate management function;
- (ii) implementing of policy programmes in areas of property management;
- (iii) co-ordinating of building surveying and project administration;
- (iv) advising on contractual matters and tendering procedures;
- (v) overseeing feasibility studies, due diligence and property valuation;
- (vi) facilitating the identification of estate for redevelopment;
- (vii) coordinating Environmental impact Assessments and Audits;

(viii) supervising, management and developing staff.

#### **ASSISTANT DIRECTOR HOUSING – NINE (9) POSTS – V/NO. 53/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 94,120 - Ksh 142,590 p.m.</b>	<b>(CSG 7)</b>
<b>House Allowance:</b>	<b>Ksh 21,000 - Ksh 45,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 12,000 p.m.</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and pensionable</b>	

#### **For appointment to this grade a candidate must have: -**

- (i) served for a minimum period of three (3) years in the grade of Principal Housing Officer, CSG 8, or in the comparable and relevant position in the housing and human settlement sector in the public service;
- (vi) a Bachelors degree in any of the following: Housing Administration, Architecture, Land Economics Urban/Regional Planning, Construction Management, Property Management and Valuation, Facilities Management, Business Administration, Structural/Civil/ Building/Mechanical Engineering or any other equivalent and relevant qualification from a university recognized in Kenya;
- (ii) registration by any of the following bodies: Board of registration of architects and quantity Surveyor, Engineers Registration Board, Institution of surveyors of Kenya, Physical Planner Registration Board, Valuers Registration Board, National Environmental Management Authority Board and any other relevant and recognized professional body. (Applicable to professional degree holders only); and
- (iii) demonstrated outstanding capabilities in management within the housing sector.

#### **Duties and Responsibilities**

At this level, an officer will be expected to initiate;-

- (i) reviewing of policies and related legislations;
- (ii) co-ordinating and supervising research work;
- (iii) analyzing, interpreting and disseminating research finding to stakeholders;
- (iv) establishing and update housing databases for use by housing and human settlements appropriate technology centers;
- (v) assessing constraints and opportunities in the housing sector;
- (vi) identifying locally available resources for meeting the challenges in housing development; ensure proper management and utilization of resources for the improvement of quality human settlements; and
- (vii) guiding, supervising and developing staff. The officer will also be responsible for the management of financial resources.

**ASSISTANT DIRECTOR, METROPOLITAN PLANNING & ENVIRONMENT – NINE  
(9) POSTS – V/NO. 54/2026**

Basic Salary Scale:	Ksh 94,120 - Ksh 142,590 p.m.	(CSG 7)
House Allowance:	Ksh 21,000 - Ksh 45,000 p.m.	
Commuter Allowance:	Ksh 12,000 p.m.	
Leave Allowance:	As provided in the Civil Service	
Annual Leave:	30 working days	
Medical Cover:	As provided by the Government	
Terms of Service:	Permanent and pensionable	

**For appointment to this grade a candidate must have: -**

- (i) served for a minimum period of three (3) years in the grade of Principal Metropolitan Planning & Environment CSG 8 or comparable and relevant position in the public service;
- (ii) a Bachelors Degree in any of the following disciplines: Urban and Regional Planning, Land Economics, Building Economics, Construction Management, Quantity Survey, Architecture, Landscape Architecture, Environmental Planning and Management, Civil Engineering, Mechanical Engineering, Structural Engineering, Electrical Engineering, Land Survey and Photogrammetry, Geospatial Engineering, GIS, Urban Design or equivalent qualifications from a university recognized in Kenya;  
**OR**  
a Bachelors Degree in any of the following disciplines: Sociology, psychology, Social Development or any other relevant Social Sciences from a university recognized in Kenya;
- (iii) been a registered member of a relevant professional body where applicable; and
- (iv) demonstrated technical and professional competence as reflected in work performance and result;

**Duties and Responsibilities**

Duties and Responsibilities at this level include: -

- (i) undertaking implementation of metropolitan development policies, strategies, procedures, plans, standards and guidelines;
- (ii) undertaking implementation of programmes on delineation of metropolitan areas;
- (iii) undertaking implementation of dissemination of relevant legislation and regulations on metropolitan development;
- (iv) evaluating and implementing designs and design reports for strategic projects and programmes in metropolitan areas;
- (v) coordinating site inspections on metropolitan strategic projects and programmes;

- (vi) coordinating training and sensitization workshops on strategic metropolitan projects and programmes to metropolitan counties, Boards and other stakeholders;
- (vii) undertaking implementation of strategic projects and programmes for metropolitan development such as, spatial plans transport, water, sanitation, solid waste, fire disaster, strategic social infrastructure, markets, schools, health, cultural, reaction facilities, security lighting and other related infrastructure on metropolitan development;
- (viii) analysing and managing information on metropolitan development;
- (ix) ensuring management of metropolitan observatory and data bank;
- (x) conducting feasibility studies and baseline surveys for identification of metropolitan strategic projects and programmes;
- (xi) ensuring preparation of spatial plans for the metropolitan regions and major urban areas and transport corridors;
- (xii) undertaking implementation of strategic projects and programmes and provision of technical support maintenance on infrastructure and services for promotion of Nairobi into a regional and global service hub and other cities in metropolitan areas;
- (xiii) identifying projects for sustainable funding in the development of metropolitan areas; and
- (xiv) undertaking the implementation of research studies, innovation, best practices and use of modern technology in metropolitan development related issues.

**ASSISTANT DIRECTOR, HOUSING (SLUM UPGRADING) – TWO (2) POSTS – V/NO. 55/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 94,120 - Ksh 142,590 p.m.</b>	<b>(CSG 7)</b>
<b>House Allowance:</b>	<b>Ksh 21,000 - Ksh 45,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 12,000 p.m.</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and pensionable</b>	

**For appointment to this grade a candidate must have: -**

- (i) served for a minimum period of three (3) years in the grade of Principal Housing Officer (Slum Upgrading), CSG 8 or in the comparable and relevant position in the housing and human settlement sector in the public service;
- (ii) a Bachelors degree in any of the following: Housing Administration, Architecture, Land Economics Urban/Regional Planning, Construction Management, Property Management And Valuation, Facilities Management, Business Administration, Structural/Civil/ Building/Mechanical Engineering or any other equivalent and relevant qualification from a university recognized in Kenya;
- (iii) registration by any of the following bodies: Board of Registration of Architects and Quantity Surveyor, Engineers Registration Board, Institution of Surveyors of Kenya, Physical Planner Registration Board, Valuers Registration Board, National Environmental Management Authority Board, or any other relevant and

- recognized professional body. (Applicable to professional degree holders only); and
- (iv) demonstrated outstanding capabilities in management within the housing sector.

**Duties and Responsibilities**

- (i) coordinating and supervising implementation of slum upgrading programs;
- (ii) collecting, analysing and disseminating of slum upgrading best practices;
- (iii) ensuring the undertaking of informal settlements surveys for policy decision making;
- (iv) supervision of pre and post contract work in the construction of physical and social infrastructure;
- (v) identifying of locally available resources for slums re-development;
- (vi) facilitating liaison between communities and micro finance and credit institutions.
- (vii) guidance, supervision and development of staff
- (viii) management of financial resources.

**ASSISTANT DIRECTOR, HOUSING INFRASTRUCTURE – FIVE (5) POSTS – V/NO. 56/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 94,120 - Ksh 142,590 p.m.</b>	<b>(CSG 7)</b>
<b>House Allowance:</b>	<b>Ksh 21,000 - Ksh 45,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 12,000 p.m.</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and pensionable</b>	

**For appointment to this grade a candidate must have: -**

- (i) served for a minimum period of (3) years in the grade of Principal Housing Officer (Infrastructure), CSG 8 or in the comparable and relevant position in the housing and human settlement sector in the public service;
- (ii) a Bachelors degree in any of the following disciplines: Housing Administration, Architecture, Land Economics Urban/Regional Planning, Construction Management, Property Management And Valuation, Facilities Management, Business Administration, Structural/Civil/ Building/Mechanical Engineering or any other equivalent and relevant qualification from a university recognized in Kenya;
- (iii) registration by any of the following bodies: Board of registration of architects and quantity Surveyor, Engineers Registration Board, Institution of surveyors of Kenya, physical planner Registration Board valuers Registration Board, National Environmental Management Authority Board and any other relevant and recognized professional body. (Applicable to professional degree holders only); and
- (iv) demonstrated outstanding capabilities in management within the housing sector

**Duties and Responsibilities**

- (i) establishing benchmarks and continuously improving efficiency and effectiveness in project design and implementation;

- (ii) evaluating of public/private partnership and other proposals presented by stakeholders;
- (iii) overseeing preparation of design briefs;
- (iv) evaluating of consultant designs, preparation of tender documents and supervision of pre and post contract work in the construction of housing infrastructure;
- (v) overseeing collection and analysis of data and dissemination of research findings to stakeholders;
- (vi) implementing of appropriate construction technologies suitable for housing infrastructure development; and
- (vii) guiding, supervising and developing staff.
- (viii) management of financial resources.

**ASSISTANT DIRECTOR, URBAN DEVELOPMENT – FIVE (5) POSTS – V/O. 57/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 94,120 - Ksh 142,590 p.m.</b>	<b>(CSG 7)</b>
<b>House Allowance:</b>	<b>Ksh 21,000 - Ksh 45,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 12,000 p.m.</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and pensionable</b>	

**For appointment to this grade a candidate must have: -**

- (i) served for a minimum period of (3) years in the grade of Principal Officer, (Urban Development), CSG 8, or in comparable and relevant position in the public service;
  - (ii) a Bachelors Degree in any of the following disciplines: Urban and Regional Planning, Land Economics, Building Economics, Construction Management, Quantity Survey, Architecture, Landscape Architecture, Environmental Planning and Management, Survey and Photogrammetry, GIS, Urban Design, Economics and Statistics or equivalent qualifications from a university recognized in Kenya;
- OR**
- a Bachelors degree in any of the following disciplines: Sociology, psychology, Social Development or any other relevant Social Sciences from a university recognized in Kenya;
  - (iii) be a registered member of a relevant professional body where applicable; and
  - (iv) demonstrated technical and professional competence as reflected in work performance and results.

**Duties and Responsibilities**

- (i) implementing of urban development policies, strategies, procedures and guidelines;
- (ii) reporting on classification of urban areas;
- (iii) reviewing draft regulations on urbanization and urban development;
- (iv) coordinating stakeholders' meetings;
- (v) dissemination of the National Urban Development Policy;

- (vi) reviewing of projects and programmes on urbanization and urban development;
- (vii) reviewing and recommending terms of reference for integrated urban and local area development plans, transport, water, sanitation, solid waste, fire disaster, strategic economic infrastructure, security lighting and other related infrastructure on urban development;
- (viii) mainstreaming of gender and social inclusivity in urban projects and programmes;
- (ix) reviewing and recommending appropriate legislation on urbanization and urban development; and
- (x) conducting training to counties and Urban Boards on matters of urbanization and urban development.
- (xi) reviewing and recommending policies and strategies on urbanization and urban development;

**ASSISTANT DIRECTOR, URBAN MANAGEMENT – ONE (1) POST – V/NO. 58 /2026**

<b>Basic Salary Scale:</b>	<b>Ksh 94,120 - Ksh 142,590 p.m.</b>	<b>(CSG 7)</b>
<b>House Allowance:</b>	<b>Ksh 21,000 - Ksh 45,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 12,000 p.m.</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and pensionable</b>	

**For appointment to this grade a candidate must have: -**

- (i) served for a minimum period of (3) years in the grade of Principal Urban Management Officer, CSG 8, or in a comparable and relevant position in the public service;
  - (ii) a Bachelors Degree in any of the following disciplines: Urban and Regional Planning, Land Economics, Building Economics, Construction Management, Quantity Survey, Architecture, Landscape Architecture, Environmental Planning and Management, Survey and Photogrammetry, GIS, Urban Design, or equivalent qualifications from a university recognized in Kenya;
- OR**
- (iii) a Bachelors Degree in any of the following disciplines: Sociology, psychology, Social Development or any other relevant Social Sciences from a university recognized in Kenya;
  - (iv) been a registered member of a relevant professional body where applicable; and
  - (v) demonstrated technical and professional competence as reflected in work performance and results.

**Duties and Responsibilities**

- (i) implementing of Urban Management policies, strategies, procedures and guidelines;
- (ii) reviewing draft regulations on urbanization and Urban Management;
- (iii) coordinating stakeholders' meetings;
- (iv) disseminating of the National Urban Development Policy;

- (v) reviewing of projects and programmes on urbanization and Urban Management;
- (vi) reviewing and recommending terms of reference for integrated urban and local area development plans, transport, water, sanitation, solid waste, fire disaster, strategic economic infrastructure, security lighting and other related infrastructure on urban development;
- (vii) mainstreaming of gender and social inclusivity in urban projects and programmes;
- (viii) reviewing and recommending appropriate legislation on Urban Management
- (ix) conducting training to counties and Urban Boards on matters of urbanization and urban development.
- (x) reviewing and recommending policies and strategies on Urban Management;
- (xi) initiating supportive strategies and plans for Urban Management;
- (xii) reviewing and recommending development standards and guidelines for Urban Management;
- (xiii) analysing and managing information on Urban Management;
- (xiv) coordinating research on Urban Management related issues;
- (xv) supervising management of Urban Management projects and programmes;
- (xvi) advising on best practices on Urban Management;
- (xvii) supervising initiation of innovation and use of modern technology in delivery of Urban Management;
- (xviii) identifying of residual, concurrent, and shared functions on Urban Management

#### **CHIEF SUPERINTENDING ARCHITECT – THREE (3) POSTS – V/NO. 59/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 94,120 - Ksh 142,590 p.m.</b>	<b>(CSG 7)</b>
<b>House Allowance:</b>	<b>Ksh 21,000 - Ksh 45,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 12,000 p.m.</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and pensionable</b>	

#### **For appointment to this grade a candidate must have: -**

- (i) served for a minimum period of (3) years in the grade of Senior Superintending Architect CSG 8 or in comparable and relevant position in the Public Service;
- (ii) a Bachelors Degree in Architecture or its equivalent and relevant qualification from a university recognised in Kenya;
- (iii) been registered by the Board of Registration of Architects and Quantity Surveyors;
- (iv) corporate membership with the Architectural Association of Kenya (AAK);
- (v) attended a Project Development and Management course lasting not less than four (4) weeks from a recognized institution; and
- (vi) demonstrated general administrative ability required for direction control and implementation of building programmes.

#### **Duties and Responsibilities**

- (i) management and coordination of work in the preparation of scheme designs and production drawings of projects in the Annual Works Programme;
- (ii) controlling of activities on site;
- (iii) supervision of projects during construction and maintenance;
- (iv) monitoring of expenditure: and liaising with client Ministering/Department on matters relating to design brief and expenditure.
- (v) manage and coordinate field surveys and user reaction investigations;
- (vi) analysing of data from field surveys and establishment of space standards and better architectural detailing;
- (vii) monitoring and evaluating sketch/scheme designs done by consultants for necessary recommendations for approval;
- (viii) evaluating of consultant's fee and make recommendations for payment; and
- (ix) assessment of training needs in the Unit.

**CHIEF SUPERINTENDING ENGINEER STRUCTURAL – FOUR (4) POSTS – V/NO. 60/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 94,120 - Ksh 142,590 p.m.</b>	<b>(CSG 7)</b>
<b>House Allowance:</b>	<b>Ksh 21,000 - Ksh 45,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 12,000 p.m.</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and pensionable</b>	

**For appointment to this grade a candidate must have: -**

- (i) served for a minimum period of (3) years in the grade of Senior Superintending Engineer (Structural) CSG 8 or in a comparable and relevant position in the public service;
- (ii) a Bachelors degree in Civil Engineering or its equivalent and relevant qualifications from a university recognized in Kenya;
- (iii) been registered with the Engineers Registration Board of Kenya (ERB);
- (iv) a current valid annual practicing license from the Engineers Registration Board of Kenya;
- (v) corporate membership with the Institution of Engineers of Kenya (IEK);
- (vi) demonstrated general administrative ability required for direction, control and implementation of a structural programmes including supervision of professional and technical staff; and
- (vii) shown merit and ability as reflected in work performance and results.

**Duties and Responsibilities**

The duties and responsibilities will include work in specialized fields of engineering in one of the following areas: -

**Building and Allied Structures**

- (i) designing, detailing and site supervising of structures in various materials and forms of construction with Architects, local authorities and other Ministries on project development;
- (ii) checking and monitoring projects design by consulting engineers; and
- (iii) direction and control of engineers and structural Assistants working in the specific project.

**Civil**

Duties will include: -detailing site supervision and maintenance of the sewerage drainage, roads and paved areas pertaining to public buildings and checking and monitoring projects designed by consultants.

**Construction**

Duties will include: -

- (i) supervision of structural, civil and marine works prepared by the department and consulting engineers; and
- (ii) enforcement of specifications, compliance with engineers' drawings, conditions of contract, quality control, approval and measurement of completed works, progress reports and guidance of all technical aspects of the work.

**CHIEF SUPERINTENDING QUANTITY SURVEYOR – THREE (3) POSTS –  
V/NO. 61/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 94,120 - Ksh 142,590 p.m.</b>	<b>(CSG 7)</b>
<b>House Allowance:</b>	<b>Ksh 21,000 - Ksh 45,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 12,000 p.m.</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and pensionable</b>	

**For appointment to this grade a candidate must have: -**

- (i) served for a minimum period of (3) years in the grade of Senior Superintending Quantity Surveyor CSG 8 or comparable and relevant position in the public service;
- (ii) a Bachelors degree in building economics/quantity surveying or its equivalent and relevant qualifications from a university recognized in Kenya;
- (iii) been registered with a Board of Registration of Architects and Quantity Surveyors of Kenya as a Quantity Surveyor;
- (iv) corporate Membership of the Institute of Quantity Surveyors of Kenya (IQSK) Or Architectural Association of Kenya (AAK); and
- (v) demonstrated a high degree of professional competence and administrative capability required for effective planning, direction, control and coordination of quantity surveying function.

**Duties and Responsibilities**

- (i) coordination, checking and recommending for approval of tender documents including Bills of Quantities prepared by Quantity Surveyors in the unit to ensure professional standards and accuracy;
- (ii) counter checking of site measurements and valuations, variation orders, calculations of fluctuations and preparation of final accounts;
- (iii) preparation of cost estimates, Bills of Quantities, monthly valuation on site re-measurements, preparation of variation orders and final accounts involving the implementation of development projects for various Ministries and government Agencies; and
- (iv) supervise the Quantity Surveying services in the region and will be responsible for the administration and supervision of all staff working under him/her.

## VACANCIES IN THE AGRICULTURE AND LIVESTOCK DEVELOPMENT

### STATE DEPARTMENT FOR AGRICULTURE

#### **DIRECTOR KENYA SCHOOL OF AGRICULTURE– ONE (1) POST - V/NO. 62/2026**

<b>Basic Salary Scale:</b>	Ksh 155,930 p.m. – 292,490 p.m.	(CSG 5)
<b>House Allowance:</b>	Ksh 52,000 - Ksh 60,000 p.m.	
<b>Commuter Allowance:</b>	Ksh 20,000 p.m.	
<b>Leave Allowance:</b>	As provided in the Civil Service.	
<b>Annual Leave:</b>	30 working days per financial year	
<b>Medical Cover:</b>	As provided by the government	
<b>Terms of Service:</b>	Permanent and Pensionable.	

**For appointment to this grade a candidate must have:-**

- (i) cumulative service period of fifteen (15) years, three (3) of which should have been in the grade of Deputy Director/Senior Principal Lecturer CSG 6 or in a comparable and relevant position in the public service;
- (ii) a Bachelors degree in any of the following disciplines:- Agriculture, Crop Protection, Agricultural Education and Extension, Horticulture, Agriculture and Home Economics, Dry-Land Agriculture/ Resource Management, Bio Technology, Animal Science/Animal Production/ Animal Health, Aquaculture, Farm Management, Agricultural Economics, Agribusiness Management, Environmental Engineering, Bio Systems Engineering, Soil and Water Engineering, Irrigation Engineering, Structure and Process Engineering, Machinery Engineering, Agriculture Engineering, Soil Environment and Land Use Management, Farm Power and, Food Science and Technology/Post Harvest Technology, Agro-processing, Food Nutrition and Dietetics, Agricultural Extension or equivalent qualification from a university recognized in Kenya;
- (iii) a Masters Degree in any of the following disciplines:- Agriculture, Crop Production, Agronomy, Crop Protection, Plant Health Science and Management, Plant Pathology, Soil Science, Seed Science and Technology, Plant Biotechnology, Plant Breeding, Plant Breeding and Biotechnology, Agriculture Information and Communication Management, Floriculture, Hydroponics, Agricultural Economics, Agribusiness Management, Agricultural Education and Extension, Horticulture, Agricultural and Applied Economics, Agriculture and Home

Economics, Dry-Land Agriculture/ Resource Management, Dry land Agro Pastoral Systems, Dry land and Integrated Land Management Systems, Bio Technology, Animal Science/Animal Production/ Animal Health, Aquaculture, Farm Management, Environmental Engineering, Bio Systems Engineering, Soil and Water Engineering, Irrigation Engineering, Agricultural Process Engineering, Structure and Process Engineering, Farm Power and Machinery Engineering, Agriculture Engineering, Soil Environment and Land Use Management, Agriculture and Rural Development, Food Science and Technology/Post Harvest Technology, Agro-Bio Resource Science and Technology, Agricultural Marketing, Entrepreneurship, Agro-Processing, Food Nutrition and Dietetics, Agricultural Extension, Applied Development Studies or equivalent qualification from a university recognized in Kenya;

- (iv) Postgraduate Diploma in Education or Diploma in Technical Trainer Education lasting not less than one (1) year from a recognized institution.

**OR**

Training of Trainers Course lasting not less than two (2) weeks from a recognized institution.

- (v) a Certificate in Leadership Course lasting not less than four (4) weeks from a recognized institution.
- (vi) membership to a relevant professional body where applicable and in good standing;
- (vii) demonstrated managerial, administrative and professional competencies in work performance and results; and
- (viii) exhibited a thorough understanding of national goals, policies, objectives and ability to relate them to proper management of agricultural training function.

### **SENIOR PRINCIPAL LECTURER - THREE (3) POSTS- V/NO. 63/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 113,430 p.m. – 185,690 p.m.</b>	<b>(CSG 6)</b>
<b>House Allowance:</b>	<b>Ksh 25,000 - Ksh 50,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 16,000 p.m.</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service.</b>	
<b>Annual Leave:</b>	<b>30 working days per financial year</b>	
<b>Medical Cover:</b>	<b>As provided by the government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable.</b>	

**For appointment to this grade, a candidate must have: -**

- (i) cumulative service period of ten (10) years, three (3) years of which must have been in the grade of Principal Lecturer CSG 7 or in a comparable and relevant position in public service;
- (ii) a Bachelor of Science degree in any of the following agricultural fields:- Agriculture, Crop Protection, Agricultural Education and Extension, Horticulture, Agriculture and Home Economics, Dry-Land Agriculture/Resource Management, Bio Technology, Animal Science/Animal Production, Farm Management, Agricultural Economics, Agribusiness Management, Environmental Engineering, Bio Systems Engineering, Soil and Water Engineering, Irrigation Engineering, Structure and Process Engineering, Machinery Engineering, Agriculture Engineering, Soil Environment and Land

Use Management, Farm Power and Food and Science and Technology/Post Harvest Technology, Agro Processing, Food Nutrition and Dietetics, Agricultural Extension or any other equivalent qualification from a university recognized in Kenya;

- (iii) a Masters degree in any of the following agricultural fields:- Agriculture, Crop Production, Agronomy, Crop Protection, Plant Health Science and Management, Plant Pathology, Soil Science, Seed Science and Technology, Plant Biotechnology, Plant Breeding, Plant Breeding and Biotechnology, Agriculture Information and Communication Management, Floriculture, Hydroponics, Agricultural Economics, Agribusiness Management, Agricultural Education and Extension, Horticulture, Agricultural and Applied Economics, Agriculture and Home Economics, Dry-Land Agriculture/Resource Management, Dry Land Agro-Pastoral Systems, Dry land and Integrated Land Management Systems, Bio Technology, Animal Science/Animal Production, Farm Management, Environmental Engineering, Bio Systems Engineering, Soil and Water Engineering, Irrigation Engineering, Agricultural Process Engineering, Structure and Process Engineering, Farm Power and Machinery Engineering, Agriculture Engineering, Soil Environment and Land Use Management, Agriculture and Rural Development, Food Science and Technology/Post Harvest Technology, Agro-Bio Resource Science and Technology, Agricultural Marketing, Entrepreneurship, Agro Processing, Food Nutrition and Dietetics, Agricultural Extension, Applied Development Studies or any other equivalent qualification from a university recognized in Kenya;
- (iv) Training of Trainers Course lasting not less than two (2) weeks from a recognized institution;

**OR**

Certificate in Instructor Training lasting not less than three (3) months from a recognized institution;

**OR**

a Diploma in Technical Trainer Education lasting not less than one (1) year from a recognized institution

- (v) membership of a relevant professional body where applicable and in good standing; and
- (vi) shown merit and ability as reflected in work performance and results

### **Duties and Responsibilities**

An officer at this level may be deployed as a Lecturer or as a Deputy Director Academics, in any of the Kenya School of Agriculture Satellite Campuses. Duties and responsibilities will include:-

- (i) preparing schemes of work, lesson plans, and lesson notes, lecturing and demonstrating in the area of specialization;
- (ii) evaluating and assessing trainees;
- (iii) ensuring effective setting, moderation, administration and marking of examinations;
- (iv) preparing and implementing training programmes, seminars, workshops and symposia;
- (v) generating materials for development and review of curriculum;
- (vi) developing and reviewing course materials;

- (vii) carrying out research and consultancy in agricultural related areas;
- (viii) supervising demonstrations and practical exercises in areas of specialization;
- (ix) collecting, collating and analyzing research data in areas of specialization;
- (x) compiling research reports in the areas of specialization;
- (xi) compiling trainees' performance records in areas of specialization;
- (xii) reviewing and evaluating training programmes;
- (xiii) ensuring safe custody of training materials and equipment;
- (xiv) supervising trainees on attachment and internship programmes;
- (xv) coaching and mentoring staff;
- (xvi) conducting extra-curricular activities;
- (xvii) guiding and counselling trainees; and
- (xviii) Supervising staff under the officer.

### **Duties and Responsibilities**

As Deputy Director Academics at KSA Satellite Campuses, the officer will be responsible to the Deputy Director- KSA (Officer-in-Charge) in charge of Satellite Campuses in the management and administration of Academic matters at the Satellite Campus. Duties and responsibilities will include:-

- (i) coordinating development, implementation, review, monitoring, and evaluation of training programmes;
- (ii) overseeing admission of students;
- (iii) overseeing administration of examinations, seminars, workshops and symposia;
- (iv) overseeing the promotion of School's training programmes;
- (v) collaborating with other stakeholders in the development of curricula and syllabi;
- (vi) guiding on research and consultancy activities;
- (vii) liaising with relevant institutions and agencies on training matters;
- (viii) overseeing compliance with training rules and regulations;
- (ix) formulating training plans and development strategies;
- (x) overseeing budgeting, acquisition, development, production and maintenance of agricultural value chain materials;
- (xi) promoting liaison, collaboration and partnerships with relevant stakeholders on training matters;
- (xii) overseeing training and development or value chain models;
- (xiii) monitoring and evaluating learning activities;
- (xiv) supervising preparation and maintenance of trainees' performance records;
- (xv) supervising, coaching and mentoring staff;
- (xvi) implementing the School's academic policies and strategies;
- (xvii) overseeing conduct of research and consultancy activities in relevant areas;
- (xviii) facilitating educational trips, visits and field attachments;
- (xix) overseeing performance management and staff appraisal; and
- (xx) supervising staff under the officer.

**PRINCIPAL LECTURER - FIFTEEN (15) POSTS- V/NO. 64/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 94,120 - Ksh 142,5900 p.m.</b>	<b>(CSG 7)</b>
<b>House Allowance:</b>	<b>Ksh 21,000 p.m. – Ksh 45,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 12,000 p.m</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable</b>	

**For appointment to this grade, a candidate must have: -**

- (i) cumulative service period ten (10) years, three (3) years of which must have been in the grade of Senior Lecturer CSG 8 or in a comparable and relevant position in public service;
- (ii) a Bachelor of Science degree in any of the following agricultural fields:- Agriculture, Crop Protection, Agriculture Education and Extension, Horticulture, Agriculture and Home Economics, Dry-Land Agriculture/Resource Management, Bio Technology, Animal Science/Animal Production, Farm Management, Agriculture Economics, Agribusiness Management, Environmental Engineering, Bio Systems Engineering, Soil and Water, Engineering, Irrigation Engineering, Structure and Process Engineering, Machinery Engineering, Agriculture Engineering, Soil Environment and Land Use Management, Farm Power and, Food and Technology/Post Harvest Technology, Agro Processing, Food Nutrition and Dietetics, Agricultural Extension or any other equivalent qualification from a university recognized in Kenya;
- (iii) a training of Trainers Course lasting not less than two (2) weeks from a recognized institution;

**OR**

Certificate in Instructor Training lasting not less than three (3) months from a Recognized institution;

**OR**

- a Diploma in Technical Trainer Education lasting not less than one (1) year from a recognized institution;
- (vii) membership of a relevant professional body where applicable and in good standing; and
  - (viii) shown merit and ability as reflected in work performance and results.

## STATE DEPARTMENT FOR LIVESTOCK DEVELOPMENT

### DIRECTOR, LEATHER DEVELOPMENT — ONE (1) POST - V/NO. 65/2026

Basic Salary Scale:	Ksh 155,930 - Ksh 292,490 p.m.	(CSG 5)
House Allowance:	Ksh 52,000 - Ksh 60,000 p.m.	
Commuter Allowance:	Ksh 20,000 p.m.	
Leave Allowance:	As provided in the Civil Service	
Annual Leave:	30 working days	
Medical Cover:	As provided by the Government	
Terms of Service:	Permanent and pensionable	

#### For appointment to this grade a candidate must have: -

- (i) cumulative service period of fifteen (15) years, three (3) years of which must have been in the grade of Deputy Director, Leather Development CSG 6 or in comparable and relevant positions in the public service;
- (ii) a Bachelor's Degree in any of the following disciplines: Leather Technology, Footwear Technology, Materials Technologies (Leather) or Leather Goods Design and Development from a university recognized in Kenya:  
**OR**
- (iii) a Bachelors Degree in in Environmental Science or Animal Science with a basic two-year certificate or Diploma or at least one year post graduate training in hides and skins or Leather Technology;
- (iv) a Masters degree in any of the following disciplines: Leather Technology, Footwear Technology Leather Goods Design and Development or Environmental Science from a university recognized in Kenya;
- (v) a certificate in Leadership course lasting not less than four (4) weeks from a recognized institution; and
- (vi) demonstrated managerial, administrative and professional competence in work performance and exhibited a thorough understanding of national goals, policies, objectives and ability to relate them to proper management of development services.

#### Duties and Responsibilities

An officer at this level will be responsible to for efficient management of the Leather Products. Duties and responsibilities will involve initiating, formulating, developing, implementing, monitoring and reviewing policies, laws and strategies in the delivery of leather development services. Specifically, duties and responsibilities will include: -

- (i) ensuring quality control measures in the production and development of Hides, Skins Leather and Leather products are adhered to;

- (ii) instituting appropriate environmental management practices in the leather sector;
- (iii) ensuring that appropriate sanitary conditions are met;
- (iv) coordinating the registration of curing premises, tanneries and traders in hides, skins, leather, and Leather products for trade purposes:
- (v) ensuring appropriate technology transfer in Leather development in collaboration with relevant stake holders; coordinating movement of hides and skins as a disease control tool; promoting the processing, manufacture and exportation of value-added leather products:
- (vi) undertaking monitoring and evaluation of all Leather development programmes and activities.
- (vii) maintenance of technical and market information systems pertaining to hides, skins, leather, footwear and leather goods;
- (viii) coordinating extension services on proper handling of hides skins and leather during production and processing stages;
- (ix) promoting clean technology during the curing and processing of hides, skins and leather for the purpose of protecting the environment;
- (x) facilitating the acquiring of entrepreneur skills for the betterment of hides, skins and leather trade facilitating marketing through linkages with traders and stakeholders coordinating appropriate research in liaison with other stake holders developing strategic plans for management of leather development activities, and collaborating with relevant national, regional and international bodies on hides, skins, and leather matters.
- (xi) coordinating of the implementation of the Divisions strategic plans and realization of its objectives;
- (xii) overseeing the preparation and implementation of the performance appraisal systems and contracts of the division;
- (xiii) ensuring accountability and prudent management of the resources and assets; and
- (xiv) ensuring compliance with principles and values of good governance, transparency, accountability, ethics and integrity.

**SENIOR DEPUTY, DIRECTOR RESEARCH LIVESTOCK POLICY AND RESEARCH  
REGULATIONS – TWO (2) POSTS - V/NO. 66/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 155,930 - Ksh 292,490 p.m.</b>	<b>(CSG 5)</b>
<b>House Allowance:</b>	<b>Ksh 52,000 - Ksh 60,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 60,000 p.m.</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and pensionable</b>	

**For appointment to this grade a candidate must have: -**

- (i) served for cumulative service period of fifteen (15) years, three (3) years of which must have been in the grade of Deputy Director, Livestock Policy, Research and Regulations CSG 6 or in comparable and relevant positions in the public service;

- (ii) a Bachelors degree in any of the following fields: - Veterinary Medicine, Animal Production, Range Management or its equivalent qualification in animal sciences or public policy from a university recognized in Kenya;
- (iii) a Masters degree in any of the following fields: - Veterinary Medicine, Animal Production, Range Management or its equivalent qualification in animal sciences or public policy from a university recognized in Kenya;
- (iv) been registered by Kenya Veterinary Board (for veterinary Surgeons) or any other relevant professional body for animal sciences;
- (v) certificate in Strategic Leadership and Development Programme (SLDP) lasting not less than six (6) weeks from a recognized institution;
- (vi) certificate in Policy Formulation, Implementation and Evaluation lasting not less than two (2) weeks from recognized institution; and
- (vii) demonstrated managerial, administrative and professional competence in work performance and exhibited a thorough understanding of national goals, policies, objectives and ability to relate them to proper management of the livestock Policy, research and Regulations function.

### **Duties and Responsibilities**

An officer at this level will be responsible to the Director, Livestock Policy, Research and Regulations for the efficient management of any of the five (5) Divisions.

Overall duties and responsibilities will involve initiating, formulation, development, coordination, implementation, monitoring and review of policies, strategies, plans, legislations in the delivery of the livestock policy, research and regulations function. Each of the five Divisions will focus on a distinct function as outlined to support the attainment of the extensive mandate. An officer at this level may be deployed in any of the following functional areas; -

### **Livestock Policy Coordination, Liaison and External Affairs**

- (i) engaging and coordinating stakeholders in preparation and review of Livestock Sector Policy instruments including Legislations, policies, strategies, plans and programmes; identification of areas of policy intervention;
- (ii) overseeing dissemination and feedback for relevant livestock policy instruments information;
- (iii) coordinating stakeholder forums for livestock policy formulation and legislative agenda development;
- (iv) liaison with the livestock private sector and other National and County Government forums;
- (v) networking with external organizations and individuals in policy regulations and standards for livestock;
- (vi) coordinating multidisciplinary projects and other out puts for livestock policies, research and regulations, technically backstopping livestock strategic engagement and knowledge management support system; and
- (vii) formulating and processing concept papers for resource mobilization for the development of policies and legislation;
- (viii) developing tools to assist counties, state agencies and livestock sector directorates with the implementation of their policies, standards and regulations, serving as the focal point on inter-governmental relations;

- (ix) identifying and sustaining linkages within the livestock sector industries; and
- (x) developing partnerships and related activities locally and internationally in consultation with the relevant competent authorities.

#### **Livestock Policy Analysis, Development and Research**

- (i) initiating livestock policy and strategy reviews and development, determining content of livestock policies and strategies;
- (ii) writing policy briefs on topical issues to develop livestock agenda in policy making research priority setting;
- (iii) analyzing information and data for the purpose of comparative analysis of cross boundary policies, standards and regulations;
- (iv) designing and conducting data collection tools and developing appropriate statistical analysis;
- (v) setting livestock policy research agenda, and supervising and guiding technical staff performance;
- (vi) leading the development and maintenance of a livestock information management system, capacity building in development in the development of livestock policy instruments, Livestock data mining;
- (vii) analysis and dissemination, supporting relevant livestock surveys and industry intelligence for livestock development and dissemination of information to stakeholders, promotion of evidence based livestock policy development, policy agenda setting and prioritization; developing policy monitoring and evaluation guidelines;
- (viii) supporting livestock innovation programs and resource mobilization, establishment; strengthening and maintaining livestock research institutional linkages;
- (ix) coordinating technology development and packaging that is responsive to client's needs; analyzing feedback from stakeholders in the development and review of livestock research policies regularly;
- (x) updating data for utilization in review and development of livestock policy instruments, and coordinating livestock surveys and industry intelligence.

#### **Livestock Regulatory Affairs, Compliance and Governance**

- (i) leading the development of substantive livestock legislation and regulations; coordinating and drafting of Parliamentary Bills for the Livestock Sector;
- (ii) developing Cabinet memos, Regulations, Rules, Legal notices, orders and proclamations relevant to livestock in consultation with the relevant Parliamentary committee and the office of the Attorney –General;
- (iii) preparing necessary amendments to legislative enactments already in existence; monitoring compliance with livestock legislations;
- (iv) participating in the ratification and domestication of International Agreements and Conventions for the Livestock Sector;
- (v) monitoring livestock sector organizations;
- (vi) ensure compliance with existing legislation;

- (vii) providing technical support in development and review of livestock laws;
- (viii) conducting livestock regulatory impact Assessments;
- (ix) undertaking parliamentary liaison matters; and
- (x) addressing the legislative agenda, and backstopping livestock industry external relations concerning regulatory affairs.

#### **Livestock Program Standards and Quality Assurance**

- (i) developing and overseeing implementation of standards for livestock policy instruments and program;
- (ii) providing linkages between livestock policy and programs;
- (iii) monitoring and evaluating livestock sector organizations' to ensure compliance of programs with existing policy standards;
- (iv) coordinating development and compliance of Livestock Sector Enterprises with Standard; overseeing implementation of standards in livestock programs such as ISO, among others; leading compliance services in the Livestock Sector Industries;
- (v) overseeing the quality assurance and capacity building function on livestock standards; developing and reviewing strategic plans;
- (vi) overseeing the policy for the adoption and uptake of relevant standards;
- (vii) participating in local and international standard setting missions;
- (viii) sensitizing stakeholders on relevant standards;
- (ix) developing and implementing policy on coordinating compliance with standards for livestock and livestock products trade;
- (x) undertaking capacity building on quality assurance and standards; and
- (xi) initiating the formulation and review of standard operating procedures relating to quality assurance of Livestock Sector value chains.

#### **Livestock Policy Implementation and Capacity Building**

- (i) leading the needs assessment and capacity building for the national and County Governments on development and implementation of livestock policy instruments;
- (ii) coordinating the monitoring and implementation of Livestock Sector policies, strategies and plans;
- (iii) conducting evaluation of implementation of Livestock Sector policies and socioeconomic development gaps, maintaining inventories of livestock research innovations and evaluation of their uptake within the sector;
- (iv) developing policy guidelines for sharing and dissemination of new technologies, innovations, monitoring and evaluation;
- (v) developing policy briefs, positions and cabinet papers;
- (vi) monitoring and evaluation of implementation of policies, strategies, plans and programmers;
- (vii) coordinating resource mobilization to support development, review and implementation of livestock policy instruments;
- (viii) in liaison with research institutions and projects undertaking joint livestock research and dissemination goals, policies, objectives and ability to

relate them to proper management of the Livestock policy, Research and Regulations function.

## **SENIOR DEPUTY DIRECTOR OF VETERINARY SERVICES ONE (1) POST – V/NO. 67/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 155,930 - Ksh 292,490 p.m.</b>	<b>(CSG 5)</b>
<b>House Allowance:</b>	<b>Ksh 52,000 - Ksh 60,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 60,000 p.m.</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and pensionable</b>	

**For appointment to this grade a candidate must have: -**

- (i) served for cumulative service period of fifteen (15) years, three (3) years of which must have been in the grade of Deputy Director of Veterinary Services, CSG 6 or in comparable and relevant positions in the public service;
- (ii) a Bachelor of Veterinary Medicine (BVM) Degree from a university recognized in Kenya;
- (iii) a Master of Science Degree in an of the following disciplines;-Veterinary Medicine, Veterinary Surgery, Livestock Economics, Forensic Science, Animal Nutrition And Feed Sciences Animal Genetics And Breeding, Clinical Studies Veterinary Public Health, Livestock Production Systems, Poultry Science, Veterinary Anatomy, Reproductive Biology, Veterinary Pathology And Micro-Biology, Clinical Pathology And Laboratory Diagnosis, Fish Science, Apiary Science, Master Of Public Health, Applied Veterinary Parasitology, Applied Micro-Biology, Comparative Mammalian Physiology, Pharmacology And Toxicology, Wildlife Health and Management, Veterinary Epidemiology and Economics, Animal production or Aquatic Sciences from a university recognized in Kenya;
- (iv) been registered by Kenya Veterinary Board;
- (v) a certificate in Leadership course lasting not less than four (4) weeks from a recognized institution; and
- (vi) demonstrated managerial, Administrative and professional competence in work performance and exhibited a thorough understanding of national goals policies objectives and ability to relate them to proper management of the Veterinary Services.

### **Duties and Responsibilities**

An officer at this level will be responsible to the Director of Veterinary Services for efficient management of a division. Overall duties and responsibilities will in involve initiating formulation, development, implementation, monitoring and review of policies, laws and strategies in the delivery of veterinary services. An officer may be called upon to perform any of the following duties. Duties and responsibilities will include: -

#### **Animal Diseases and Pest Control Services**

- (i) controlling of Zoonosis through development of disease contingency plans;

- (ii) establishing and maintaining Disease Free Zones and Quarantine stations; analyzing;
- (iii) preparing and submitting OIE reports on animal coordinating the provision of clinical services in Arid and Semi-Arid (ASAL);
- (iv) regulating provision of clinical veterinary services;
- (v) evaluating field efficacy trials results for acaricides and making appropriate recommendations;
- (vi) coordinating the development and maintenance of animal identification and traceability system;
- (vii) collaborating with other stakeholders on research agenda setting on animal diseases and pest management strategies;
- (viii) coordinating veterinary information management and dissemination to stakeholders; and evaluating export/import requests documents in respect to live animals, drugs, vaccines and by-products and making appropriate recommendations.

#### **Food Safety and Animal By-Products Services**

- (i) planning and coordinating safety assurance of foods of animal origin and residue testing programs;
- (ii) analyzing and interpreting reports on food safety assurance and making appropriate recommendations;
- (iii) liaising with national and international standard setting bodies in the development and implementation of food safety standards;
- (iv) participating in national committees on matters related to Genetically Modified Organisms in foods, Bio-security, feeds and animal products and by-products; evaluating import and export applications in respect to foods of animal origin, animal feed premixes and by-products and making appropriate recommendations; and participating in curriculum development, training, public awareness and education on food safety.

#### **Diagnosis Services Quality Assurance and Bio-Safety Services**

- (i) initiating the formulation and review of standard operating procedures relating quality assurance of Biologics, biological assays diagnostic technologies and biosafety;
- (ii) collaborating with other institutions working on animal research on diagnostics and quality assurance of veterinary inputs and products;
- (iii) facilitating implementation and maintenance of ISO 17025 standards; and
- (iv) promoting and regulating establishment of private veterinary laboratories.

#### **Breeding, Extension and Animal Welfare Services.**

- (i) initiating the formulation and review of policies relating to animal reproductive extension and welfare services;
- (ii) coordinating research -extension-farmer linkages;
- (iii) breeding technologies and animal welfare;
- (iv) coordinating animal breeding and biotechnology collaborating with breeding origination's and livestock Centre's;

- (v) developing and disseminating information on animal health breeding and welfare; assessing applications for production, importation, distribution and export of animal genetic materials;
- (vi) breeding technologies and animal welfare; and
- (vii) participating in curriculum development training, public awareness and education.
- (viii) coordinating the implementation of the departments policies, regal flame work strategies, capacities development and physical resource management, work plans and budget;
- (ix) administering the performance appraisal instrument within the department; and coordinating; and
- (x) ensuring compliance with principles and values of good governance, transparency, accountability, ethics and integrity.

**SENIOR DEPUTY DIRECTOR LIVESTOCK PRODUCTION – ONE (1) POST – V/NO. 68/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 155,930 – Ksh 292,490 p.m.</b>	<b>(CSG 5)</b>
<b>House Allowance:</b>	<b>Ksh 52,000 – Ksh 60,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 20,000 p.m.</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>As existing in the Civil Service</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable/Local Agreement</b>	

**For appointment to this grade a candidate must have: -**

- (i) served for cumulative service period of fifteen (15) years, three (3) of which must have been in the grade of Deputy Director of Livestock Production, CSG 6 or in comparable and relevant position in the public service;
- (ii) a Bachelors Degree in any of the following disciplines: - Animal Science, Animal Production, Agriculture, Apiculture, Food Science and Technology, Agribusiness, Range Management, Natural Resource Management, Livestock Agricultural Economics, Dairy Technology or Agricultural Education and Extension from a university recognised in Kenya;
- (iii) a Masters degree in any of the following disciplines: - Animal Science, Animal Production, Agriculture, Apiculture, Agribusiness, Food Science and Technology, Agriculture and Home Economics, Range Management, Natural Resource Management, Livestock/Agricultural Economics, Dairy Technology, Agricultural Extension, Animal Breeding and Genetics or Animal Nutrition from a university recognised in Kenya;
- (iv) a certificate in Leadership course lasting not less than four (4) weeks from a recognised institution; and
- (v) demonstrated managerial, administrative and professional competence in work performance and exhibited a thorough understanding of national goals, policies, objectives and ability to relate them to proper management of Livestock Production Services.

**Duties and Responsibilities**

An officer at this level will be responsible to the Director of Livestock Production for efficient management of a division. Specific duties will involve initiating formulation, development, implementation, Monitoring and review of policies, laws and strategies in the delivery of livestock production services. An officer at this level may be deployed to perform any of the following services.

#### **Livestock Production and Breeding Services**

- (i) formulating and reviewing policies in animal production;
- (ii) coordinating the development of production and breeding policies of sheep, goats, poultry, pigs, camels, donkeys dairy and beef cattle, camels and donkey;
- (iii) formulating and implementing Livestock production and Breeding programmes and projects;
- (iv) collaborating with relevant institutions involved in various aspects of livestock development;
- (v) coordinating activities of Livestock Recording Centre and animal breeding institutions; managing livestock production information and statistics;
- (vi) promoting forage production and genetic conservation;
- (vii) promoting appropriate livestock feeding technologies and techniques;
- (viii) developing and disseminating information on livestock production and breeding; participating in the development of livestock standards of inputs, equipment, products and by products; and
- (ix) identifying and setting research agenda in collaboration with stakeholders;
- (x) implementing legal and regulatory frameworks in animal production
- (xi) coordinating the implementation of the strategic objectives relating to livestock production as contained in the Department Strategic Plan;
- (xii) overseeing the preparation and implementation of work plans, performance appraisal systems and contracts of a division;
- (xiii) ensuring compliance with principles and values of good governance, transparency, accountability, ethics and integrity.

#### **Range Resources Management and Development Services**

- (i) formulating, reviewing and guiding implementation of policies on rangeland resources management and development;
- (ii) formulating programmes and projects on rangeland development;
- (iii) coordinating all technical matters relating to range management, development, improvement and conservation;
- (iv) collaborating with relevant agencies in range and livestock research, wildlife activities, and livestock water development;
- (v) providing guidance to ranchers and pastoralists on matters relating to extension services in the rangelands;
- (vi) collaborating with institutions dealing with rangelands adjudication, environment, desertification, soil conservation, land use and climate change on range management and development;
- (vii) coordinating the development of range forage resources;
- (viii) formulating programmes and projects for drought and floods mitigation and recovery in rangelands;
- (ix) implementing legal and regulatory frameworks in range resources management and development; and

- (x) developing livestock early warning system in conjunction with relevant stakeholders.
- (xi) coordinating the implementation of the strategic objectives relating to range resources management and development as contained in the Departmental Strategic Plan;
- (xii) overseeing the preparation and implementation of workplans, performance appraisal systems and contracts of a division;
- (xiii) ensuring accountability and prudent management of resources allocated in a division; and ensuring compliance with principles and values of good governance, transparency, accountability, ethics and integrity.

#### **Apiculture and Emerging Livestock Services**

- (i) formulating and reviewing policies in apiculture and emerging Livestock;
- (ii) coordinating the development of apiculture and emerging livestock;
- (iii) formulating and coordinating the implementation of specific apiculture and emerging livestock programmes and projects;
- (iv) collaborating with relevant institutions involved in various aspects of apiculture and emerging livestock development;
- (v) facilitating the co- ordination of the activities of the National Beekeeping Institute; coordinating management of information and statistics on apiculture and emerging livestock;
- (vi) promoting bee forage production and genetic conservation;
- (vii) promoting appropriate beekeeping and emerging livestock production technologies; coordinating the development of technical packages in apiculture and non- conventional livestock;
- (viii) collaborating with relevant institutions and stakeholders in standardization of inputs, equipment and products for apiculture and emerging livestock;
- (ix) identifying and setting the research agenda in collaboration with other relevant Government departments and stakeholders; and
- (x) implementing legal and regulatory frameworks in apiculture and emerging livestock development;
- (xi) coordinating the implementation of the strategic objectives relating to apiculture and emerging livestock as contained in the Departmental Strategic Plan;
- (xii) overseeing the preparation and implementation of workplans, performance appraisal systems and contracts of the Division;
- (xiii) ensuring accountability and prudent management of resources allocated in the Division; and
- (xiv) ensuring compliance with principles and values of good governance, transparency, accountability, ethics and integrity.

#### **Agribusiness, Training, Research and Extension Services**

- (i) formulating and coordinating the implementation of specific agribusiness, extension services programmes/projects and research;
- (ii) coordinating development and application of extension services; management of livestock marketing information;
- (iii) promoting agribusiness and value addition of livestock, livestock products and by-products;
- (iv) collaborating in the development of livestock products standards;

- (v) liaising with relevant research institutions to enhance research and extension services linkages;
- (vi) initiating research agenda setting; setting standards for livestock extension service delivery; coordinating and monitoring technology adoption and diffusion for improved livestock production; and
- (vii) ensuring quality assurance of examinations and curricula for livestock training institutions and forging linkages with other relevant training institutions;
- (viii) coordinating the implementation of policies and strategic objectives relating to agribusiness, extension services, training and research;
- (ix) overseeing the preparation and implementation of workplans, performance appraisal systems and contracts of a division;
- (x) ensuring accountability and prudent management of resources allocated in a division; and
- (xi) ensuring compliance with principles and values of good governance, transparency, accountability, ethics and integrity.

### **SENIOR DEPUTY PRINCIPAL- THREE (3) POSTS - V/NO. 69/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 113,430- Ksh 185,690 p.m.</b>	<b>(CSG 6)</b>
<b>House Allowance:</b>	<b>Ksh 25,000 p.m. – Ksh 50,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 16,000 p.m</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable</b>	

#### **For appointment to this grade a candidate must have: -**

- (i) served for a cumulative service period of twelve (12) years and currently serving in the grade of Senior Principal Lecturer CSG 7 or in comparable and relevant position in the public service;
- (ii) a Bachelors Degree in any of the following disciplines: - Animal Production, Veterinary Medicine, Agriculture, Dairy Science, Range Management, Food Science and Technology, Agricultural Economics, Agribusiness Management, Leather Technology, Animal Health Management, Human Ecology, Education (Chemistry/ Biology/ Mathematics/ Physics/ Sociology/ Community Development/ Psychology/ Home Economics), Agricultural Extension Education, Food Nutrition and Dietetics, Natural Resource Management, Computer Science/ Information Communication Technology, Environmental Science, Dairy Science and Technology, Dairy Technology and Management or equivalent qualification from a university recognized in Kenya;
- (iii) certificate in Training of Trainers (ToT) course lasting not less than two (2) weeks from a recognized institution; and
- (iv) demonstrated managerial, administrative and professional competence in work performance and exhibited a thorough understanding of national goals, policies, objectives and ability to relate them to livestock personnel trainers' function.

#### **Duties and Responsibilities**

An officer at this level will be responsible to the Principal for planning, directing, controlling and coordinating training, farm and administrative activities within the institute. Duties and responsibilities will include: -

- (i) initiating action on the review of policy issues in livestock training;
- (ii) interpreting and implementing government manpower training policies; developing, implementing and reviewing curriculum;
- (iii) liaising with other institutions and agencies for effective development and implementation of training Programme;
- (iv) team building and setting performance targets and standards; and
- (v) ensuring that the curriculum is aligned to sectorial and national priorities.

An officer at this level may also be deployed as a Dean of Students, Director of studies or a Registrar.

As Dean of students, an officer will be overall in-charge of students' welfare in the institute. Duties and responsibilities will include: -

- (i) supervising review of rules and regulations;
- (ii) ensuring safe custody of the first aid kit;
- (iii) ensuring sick students to get medical attention;
- (iv) overseeing students' catering, accommodation, student council elections and extracurricular activities;
- (v) coordinating guidance and counselling of students; and resolving students disputes;

As Director of Studies, an officer will ensure effective coordination and implementation of academic programmes in the institute. Duties and responsibilities will include:-

- (i) coordinating development of guidelines on training programmes, research and consultant activities;
- (ii) review of curriculum and training manuals, and inducting new staff in the institute; ensuring security of students' academic records, examination and preparation of examination timetable; and
- (iii) coordinating education tours, visits, field attachment, internship, periodic reviews and updating training strategies.

As registrar, an officer will ensure that students adhere to institute's rules and regulations. Duties and responsibilities will include:-

- (i) validating students' application;
- (ii) coordinating recruitment and admission of students, graduation and clearance of students upon exit;
- (iii) managing and maintaining students' records and class lists;
- (iv) evaluating transcripts; and
- (v) validating and verifying certificates for the grandaunts.

#### **DEPUTY DIRECTOR OF VETERINARY SERVICES - TEN (10) POSTS - V/NO. 70/2026**

**Basic Salary Scale:** Ksh 113,430- Ksh 185,690 p.m. (CSG 6)  
**House Allowance:** Ksh 25,000 p.m. – Ksh 50,000 p.m.

<b>Commuter Allowance:</b>	<b>Ksh 16,000 p.m</b>
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>
<b>Annual Leave:</b>	<b>30 working days</b>
<b>Medical Cover:</b>	<b>As provided by the Government</b>
<b>Terms of Service:</b>	<b>Permanent and Pensionable</b>

**For appointment to this grade a candidate must have: -**

- (i) served for a minimum period of three (3) years in the grade of Assistant Director of Veterinary Services CSG 7 or in comparable and relevant position in the public service;
- (ii) a Bachelor of Veterinary Medicine (BVM) Degree from a university recognized in Kenya;
- (iii) registered by Kenya Veterinary Board; and
- (iv) shown outstanding administrative capability and professional competence required in managing Veterinary Services;

**Duties and Responsibilities**

- (i) participating in the formulation, development, implementation, monitoring and review of policies, laws and strategies in the animal health sector;
- (ii) planning and coordinating programmes on the control and eradication of epizootic and zoonotic disease and pests and compiling and interpreting technical reports.
- (iii) evaluating slaughterhouse designs and making recommendations for approval;
- (iv) enforcing food safety and quality assurance regulations in local and export slaughterhouses and other animal products processing plants;
- (v) evaluating export/import requests documents in respect to live animals, animal products, by-products and inputs;
- (vi) making appropriate recommendations, planning field efficacy trials for drugs, vaccines and acaricides;
- (vii) disseminating information on animal health, products and markets collaborating with stakeholders in providing veterinary services;
- (viii) coordinating veterinary service at ports of entry;
- (ix) organizing disease search, investigations;
- (x) monitoring, mapping and outbreak responses
- (xi) carrying out investigations on antimicrobial and acaricidal resistance;
- (xii) liaising with training institutions on training and development of staff, students and interns, planning collaborative activities with relevant stakeholders in the animal health sector; and
- (xiii) coordinating inspection of private veterinary practices and input in collaboration with Kenya Veterinary Board.
- (xiv) preparing project proposals for resource mobilization;
- (xv) planning and coordinating staff management and development; and
- (xvi) preparing and implementing work plans and budgets.

**DEPUTY DIRECTOR LEATHER DEVELOPMENT TWO (2) POSTS - V/NO. 71/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 113,430- Ksh 185,690 p.m.</b>	<b>(CSG 6)</b>
<b>House Allowance:</b>	<b>Ksh 25,000 p.m. – Ksh 50,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 16,000 p.m</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	

<b>Annual Leave:</b>	<b>30 working days</b>
<b>Medical Cover:</b>	<b>As provided by the Government</b>
<b>Terms of Service:</b>	<b>Permanent and Pensionable</b>

**For appointment to this grade a candidate must have: -**

- (i) served for a minimum period of three (3) years in the grade of Assistant Director Leather Development CSG 7, or in comparable and relevant position in the public service
- (ii) a Bachelors Degree in any of the following disciplines: Leather Technology, Footwear Technology, Materials Technologies (Leather) or Leather Goods Design and Development from a university recognized in Kenya;

**OR**

- a Bachelors degree in Environmental Science or Animal Science with a basic two-year certificate or Diploma or at least one year post graduate training in hides and skins or Leather Technology from a university recognized in Kenya;
- (iii) demonstrated managerial, administrative and professional competence in work performance and exhibited a thorough understanding of national goals, policies, objectives and ability to relate them to proper management of development services;

**Duties and Responsibilities**

- (i) preparing work plans for leather products development;
- (ii) participating in the formulation, development and review of policies, legislations and strategies for leather development;
- (iii) organizing for the verification of tanning agents and materials and assessing tannery waste to prevent environmental pollution;
- (iv) preparing project proposals in leather development for resource mobilization; coordinating the inspection and verification of quality and quantity of wool, fur, hides, skins, and leather for export;
- (v) ensuring that the legal requirements of the hides and skin trade are being complied with, analyzing and interpreting data on production trends and making recommendation;
- (vi) planning for trainings and demonstrations on best practices to stakeholders for production of high-quality hides, skins, and leather products;
- (vii) coordinating the sensitization of stakeholders on value addition of skins and leather participating in research agenda setting on new technology in curing, storage, tanning and tanning chemicals in liaison with other stakeholders;
- (viii) coordinating the implementation of policies and legislation in respect to hides, skins leather and leather goods production and trade;
- (ix) mitigating emerging challenges faced by stakeholders in the leather industry; and
- (x) advising investors on the requirements for establishing commercial tanneries.

**DEPUTY DIRECTOR LIVESTOCK PRODUCTION – ONE (1) POST - V/NO. 72/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 113,430- Ksh 185,690 p.m.</b>	<b>(CSG 6)</b>
<b>House Allowance:</b>	<b>Ksh 25,000 p.m. – Ksh 50,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 16,000 p.m</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable</b>	

**For appointment to this grade a candidate must have; -**

- (i) cumulative service period of twelve (12) years, three (3) years of which must have been in the grade of Assistant Director Livestock Production CSG 7 or in comparable and relevant position in the public service;
- (ii) a Bachelors degree in any of the following disciplines: -Animal Science, Animal Production, Agriculture, Apiculture, Food Science and Technology, Agribusiness, Range Management, Natural Recourse Management, Livestock /Agricultural Economics, Dairy Technology or Agricultural Education and Extension from a university recognized in Kenya; and
- (iii) shown outstanding administrative capability and professional competence required in managing livestock production services.

#### **Duties and Responsibilities**

- (i) coordinating extension activities which include field days, agricultural shows, field demonstrations, farmer field schools and farm visits;
- (ii) participating in development of public/private initiatives and overall policy formulation;
- (iii) preparing technical information in animal production, livestock marketing, range management, Apiculture and ranching;
- (iv) promoting economic livestock farming, resourcing in technical workshops and seminars, researching, inventing and advising on livestock production technologies and techniques;
- (v) developing livestock production programmes/projects, preparing agribusiness, range and farm plants;
- (vi) establishing linkages with research institutions and other stakeholders on livestock production matters;
- (vii) coordinating conservation and utilization of range resources;
- (viii) overseeing extension activities, overseeing the implementation of Livestock information management systems, coordinating monitoring and evaluation of livestock programmes;
- (ix) preparing technical papers and reports for professional forums and symposia; and participating in formulation of livestock bi-lateral /multilateral agreements.

#### **DEPUTY DIRECTOR ANIMAL HEALTH – ONE (1) POST - V/NO. 73/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 113,430- Ksh 185,690 p.m.</b>	<b>(CSG 6)</b>
<b>House Allowance:</b>	<b>Ksh 25,000 p.m. – Ksh 50,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 16,000 p.m</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	

**Annual Leave:** 30 working days  
**Medical Cover:** As provided by the Government  
**Terms of Service:** Permanent and Pensionable

**For appointment to this grade a candidate must have: -**

- (i) cumulative service period of twelve (12) years, three (3) years of which must have been in the grade of Assistant Director Animal Health CSG 7 or in comparable and relevant position in the public service;
- (ii) a Bachelors degree in any of the following disciplines: - Animal Health Management; Animal Production, Animal Production and Health Management, Environmental Health Sciences, Livestock Economics or Health Extension from a university recognized in Kenya;
- (iii) registered by the Kenya Veterinary Board; and
- (iv) shown outstanding administrative capability and professional competence required in managing animal health services.

**Duties and Responsibilities**

- (i) preparing project proposal for resources mobilization in animal health, preparing and implementing work plans and budgets;
- (ii) preparing technical reports and managing animal health information and dissemination to stakeholders;
- (iii) planning and coordinating implementation of project and programmes in Animal Health and Welfare;
- (iv) participating in formulation and review of animal health policies, strategies and laws;
- (v) coordinating management of Veterinary Farms, quarantine stations and sentinel herds; and
- (vi) planning monitoring and evaluation of Animal Health programs

**ASSISTANT DIRECTOR LABORATORY SERVICES - FIVE (5) POSTS - V/NO. 74/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 94,120 - Ksh 142,590 p.m.</b>	<b>(CSG 7)</b>
<b>House Allowance:</b>	<b>Ksh 21,000 - Ksh 45,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 12,000 p.m.</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and pensionable</b>	

**For appointment to this grade a candidate must have:**

- (i) cumulative service period of ten (10) years, three (3) years of which must have been in the grade of Principal Laboratory Analyst CSG 8 or in a comparable and relevant position in the public service;
- (ii) a Bachelors degree in any of the following fields: - Laboratory Sciences, Biomedical Sciences, Medical Laboratory Technology, Biotechnology, Applied Biology, Biochemistry, Analytical/Applied chemistry, Microbiology, Food Science and Technology in of the following fields: - (Analytical Chemistry, Industrial

Chemistry, Biology, Civil Engineering, Civil) from a university recognized in Kenya;

- (iii) demonstrated a high a degree of professional competence and managerial capabilities in initiating and implementing laboratory services; and
- (iv) shown merit and ability as reflected in work performance results.

### **Duties and Responsibilities**

Duties and responsibilities will include: -

- (i) coordinating provision of laboratory services in a number of units/sections/districts;
- (ii) preparing and implementing work plans and programs;
- (iii) submitting samples to reference and collaborating research institutes;
- (iv) revising approving laboratory manuals and quality specifications/standards;
- (v) coordinating safe laboratory wastes disposal;
- (vi) overseeing proficiency testing; managing laboratory supplies;
- (vii) facilitating technical evaluation for laboratory supplies and equipment;
- (viii) providing technical advice on biosecurity matters;
- (ix) ensuring adherence to good laboratory practice;
- (x) implementing and maintaining laboratory operations standards (ISO17025);
- (xi) liaising and collaborating with regional and international reference laboratories and research institutions for exchange of laboratory findings; and
- (xii) mentoring and training of staff in the Department.

### **ASSISTANT DIRECTOR LEATHER DEVELOPMENT – THREE (3) POSTS - V/NO. 75/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 94,120 - Ksh 142,590 p.m.</b>	<b>(CSG 7)</b>
<b>House Allowance:</b>	<b>Ksh 21,000 - Ksh 45,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 12,000 p.m.</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and pensionable</b>	

**For appointment to this grade a candidate must have: -**

- (i) cumulative service period of ten (10) years, three (3) years of which must have been in the grade of Principal Leather Development Officer, CSG 8 or in a comparable and relevant position in the public service;
- (ii) a Bachelors degree in any of the following fields: Leather Technology, Footwear Technology, Materials Technology (Leather) or Leather Goods Design and Development from a university recognized in Kenya;

**OR**

- (iii) a Bachelors degree in Environmental Science Animal Science with a basic two-year certificate or Diploma or at least one year post graduate training in Hides and skins or Leather Technology from a university recognized in Kenya; and

- (iv) demonstrated a high degree of professional competence and administrative capability in initiating and implementing leather development policies.

**Duties and Responsibilities**

- (i) inspecting and verifying the quality and quantity of wool, fur, hides, skins and leather for export;
- (ii) monitoring production trends and maintaining database of leather and leather products and processing facilities;
- (iii) organizing trainings and demonstrations of best practices to stake holders for production of high-quality hides, skins and leather;
- (iv) receiving and analyzing technical reports;
- (v) undertaking research on new technology in curing, storage, tanning and tanning chemicals in liaison with other stakeholders;
- (vi) monitoring and advising tanners and traders on proper water disposal from tanneries and hides and skins curing premises;
- (vii) mitigating emerging challenges faced by stakeholders in the leather industry and advising investors on the requirements for establishing commercial tanneries; and
- (viii) inspecting major tanneries for purposes of their registration.

**SENIOR PRINCIPAL LABORATORY TECHNOLOGIST – THREE (3) POSTS - V/NO. 76/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 94,120 - Ksh 142,590 p.m.</b>	<b>(CSG 7)</b>
<b>House Allowance:</b>	<b>Ksh 21,000 - Ksh 45,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 12,000 p.m.</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and pensionable</b>	

**For appointment to this grade a candidate must have: -**

- (i) cumulative service period of ten (10) years, three (3) years of which must have been in the grade of Principal Laboratory Technologist, CSG 8 or in a comparable and relevant position in the public service;
- (ii) a Diploma in any of the following fields; -Applied Sciences (Chemistry, Analytical Chemistry, Industrial Chemistry, Biology), Food Science and Technology, Medical Laboratory Technology, Building/Civil Engineering, Earth or Sciences Biotechnology from a recognized institution;
- (iii) a Higher Diploma in any of the following; Applied Sciences (Chemistry, Analytical Chemistry, Industrial Chemistry, Biology), Environmental Chemistry, Food Science and Technology, Medical Laboratory Technology, Biotechnology, Microbiology, Parasitology, Hematology and Cytology, Building/Construction/Civil Engineering and Earth Sciences from a recognized institution.
- (iv) demonstrated professional and managerial capabilities in work performance and results.

## Duties and Responsibilities

Duties and responsibilities will include: -

- (i) coordinating provision of laboratory services in a number of units/sections /districts;
- (ii) preparing and implementing work plans and programs;
- (iii) ensuring submission of samples to reference and corroborating research institutes;
- (iv) revising and approving laboratory manuals and quality specifications and standards;
- (v) coordinating safe laboratory waste disposal;
- (vi) overseeing proficiency testing;
- (vii) managing laboratory supplies;
- (viii) facilitating technical evaluation for laboratory supplies and equipment;
- (ix) providing technical advice on biosecurity matters;
- (x) ensuring adherence to good laboratory practice;
- (xi) implementing and maintaining laboratory operations standards (ISO 17025);
- (xii) liaising and collaborating with regional and international reference laboratories and research institutions for exchange of Laboratory findings; and
- (xiii) mentoring and training of staff in the Department.

## SENIOR PRINCIPAL LECTURER- TWENTY-TWO (22) POSTS V/No .77/2026

<b>Basic Salary Scale:</b>	<b>Ksh 94,120 - Ksh 142,590 p.m.</b>	<b>(CSG 7)</b>
<b>House Allowance:</b>	<b>Ksh 21,000 - Ksh 45,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 12,000 p.m.</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and pensionable</b>	

**For appointment to this grade a candidate must have: -**

- i) cumulative service period of eight (8) years and currently serving in the grade of Principal Lecturer CSG 8 or in comparable and relevant position in the public service;
- ii) a Bachelors Degree in any of the following disciplines:- Animal Production Veterinary Medicine, Agriculture, Dairy Science, Range Management, Biology Sciences (Zoology) Food Science and Technology, Agricultural Economics /Agribusiness, Leather Technology, Animal Health Management, Human Ecology, Education (Chemistry /Biology/Mathematics /Physics/Sociology/Psychology), Community Development, Home Economics Agricultural Extension Education, Dairy Technology and Management Computer Science /Information Communication Technology, Environmental Science, Laboratory Science, Dairy Technology, and Management or equivalent qualification from a university recognized in Kenya;
- iii) certificate in Training of Trainers (ToT) Course lasting not less than two (2) weeks from a recognized institution; and
- iv) demonstrated a high degree of professional competence, administrative capabilities in initiating and implementing livestock training policies.

### **Duties and Responsibilities**

- (i) preparing training materials and schemes of work for training;
- (ii) lecturing and assessing performance in areas of specialization;
- (iii) designing and conducting research;
- (iv) setting, moderating and marking examination papers;
- (v) guiding and assessing students in their coursework courses, Seminars and workshops Supervising students projects on,
- (vi) conducting internship, industrial and field attachment;
- (vii) designing and delivering specialized training programmers;
- (viii) compiling students semester reports;
- (ix) participating in developing and reviewing of the curriculum;
- (x) counselling and guiding students participating in development, production and acquisition of training materials; and
- (xi) organizing field trips, demonstrations and relevant data collection.

### **SENIOR PRINCIPAL ASSISTANT ANIMAL HEALTH OFFICER – THREE (3) V/NO.78/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 94,120 - Ksh 142,590 p.m.</b>	<b>(CSG 7)</b>
<b>House Allowance:</b>	<b>Ksh 21,000 - Ksh 45,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 12,000 p.m.</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and pensionable</b>	

#### **For appointment to this grade a candidate must have: -**

- i) minimum service period of three (3) years in the grade of Principal Assistant Animal Health Officer, CSG 8 or in comparable and relevant position in the public service;
- ii) a Higher Diploma in any of the following disciplines; - Animal Health, Animal Health and Production, Environmental Health, Clinical Pathology and Laboratory Diagnosis, Poultry Science, Veterinary Public Health and Meat Technology or Animal Husbandry from a recognized institution.
- iii) registered by Kenya Veterinary Board;
- iv) demonstrated a high degree of professional competence, administrative capabilities in initiating and implementing animal health services.

### **Duties and Responsibilities**

- (i) advising and managing dip designing, sitting and apprising construction;
- (ii) inspection and verification of imports and export of consignments;

- (iii) managing veterinary farms; cold chain facilities and quarantine status in quarantine stations and holding grounds;
- (iv) planning training farmers training on milking techniques and external parasite control techniques;
- (v) leading big vaccination teams, carrying out simple treatment of animals; participating in disease search, collecting, collating, analysing data and writing technical reports;
- (vi) keeping records on animal breeding, animal health, milk production, dipping data, slaughter house daily kill, meat condemnation and movements permits;
- (vii) organising animal health field demonstrations and agricultural shows.
- (viii) managing sample collection, packaging and dispatch;
- (ix) inspecting livestock stock routes; issuing of livestock movement permits;
- (x) managing artificial insemination services, meat inspection and grading;
- (xi) enforcing slaughterhouse hygiene and meat transport regulations and inspection of retail outlets of foods of animal origin; and
- (xii) advising in construction and maintenance of farm structures; and
- (xiii) coordinating uptake of new technologies in animal/ health to stakeholders.

#### **ASSISTANT DIRECTOR ANIMAL HEALTH – TWO (2) POSTS V/No. 79/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 94,120 - Ksh 142,590 p.m.</b>	<b>(CSG 7)</b>
<b>House Allowance:</b>	<b>Ksh 21,000 - Ksh 45,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 12,000 p.m.</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and pensionable</b>	

#### **For appointment to this grade a candidate must have: -**

- (i) served for a minimum period of three (3) years in the grade of Principal Animal Health Officer CSG 8 or in a comparable and relevant position in the public service;
- (ii) a Bachelors degree in any of the following disciplines: - Animal Health Management, Animal Production, Animal Production and Health Management, Environmental Health Sciences, Livestock Economics or Health Extension from a university recognized in Kenya;
- (iii) registered by the Kenya Veterinary Board; and
- (iv) demonstrated a high degree of professional competence, administrative capabilities in initiating and implementing animal health services.

#### **Duties and Responsibilities**

- (i) planning disease control activities;
- (ii) organising animal identification activities;
- (iii) managing veterinary farms, quarantine stations and sentinel herds;
- (iv) organising teams for animal disease surveillance and reporting;

- (v) issuing of livestock movement permits;
- (vi) planning farmer's field trainings;
- (vii) analysing and disseminating animal health information;
- (viii) carrying out monitoring and evaluation of Animal Health programs;
- (ix) preparing preliminary assessment report for constructions of dips, slaughterhouses and farm structures; and
- (x) gathering data and compiling technical reports on animal health and welfare.

**ASSISTANT DIRECTOR VETERINARY SERVICES – TWELVE (12) POSTS-V/NO. 80/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 94,120 - Ksh 142,590 p.m.</b>	<b>(CSG 7)</b>
<b>House Allowance:</b>	<b>Ksh 21,000 - Ksh 45,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 12,000 p.m.</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and pensionable</b>	

**For appointment to this grade a candidate must have: -**

- (i) served for a minimum period of three (3) years in the grade of Chief Veterinary Officer, CSG 8 or in a comparable and relevant position in the public service;
- (ii) a Bachelor of Veterinary Medicine (BVM) Degree from a university recognized in Kenya;
- (iii) registered by Kenya Veterinary Board; and
- (iv) demonstrated a high degree of professional competence, administrative capabilities in initiating and implementing veterinary services policies.

**Duties and Responsibilities**

- (i) participating in carrying out economic impact assessment on animal diseases; undertaking forensic investigations and compiling appropriate reports and offering veterinary services at ports of entry;
- (ii) undertaking diseases control activities such as disease search, mapping, vaccination and enforcement of livestock movement regulations;
- (iii) training stakeholders on vector control programmes, animal health, products and markets;
- (iv) undertaking post-mortem examination and other diagnostic tests;
- (v) interpreting laboratory results and making appropriate recommendations; inspecting, grading, and licensing plants processing animal products and transport carriers/containers;
- (vi) examining and issuing animal health certificates;
- (vii) participating in field efficacy trials for drugs, vaccines and acaricides;
- (viii) disseminating data /information on animal health products and markets; collaborating with stakeholders in providing veterinary service.

## VACANCIES IN THE MINISTRY OF GENDER, CULTURE, THE ARTS AND HERITAGE

### STATE DEPARTMENT FOR GENDER AND AFFIRMATIVE ACTION

#### DEPUTY DIRECTOR, GENDER -ELEVEN (11) POSTS - V/NO. 81/2026

Basic Salary Scale:	Ksh 113,430- Ksh 185,690 p.m.	(CSG 6)
House Allowance:	Ksh 25,000 p.m. – Ksh 50,000 p.m.	
Commuter Allowance:	Ksh 16,000 p.m	
Leave Allowance:	As provided in the Civil Service	
Annual Leave:	30 working days	
Medical Cover:	As provided by the Government	
Terms of Service:	Permanent and Pensionable	

For appointment to this grade, a candidate must have: -

- (i) cumulative service period of fifteen (15) years, three (3) of which should have been at the grade of Assistant Director, Gender CSG 7 or in a comparable position in the public service;
- (ii) a Bachelors degree in any of the following disciplines: - Gender and Development Studies, Sociology, Gender Studies, Business Administration (Finance/ Entrepreneurship Option), Anthropology, Counselling Psychology, Psychology, Economics, Law, International Relations or equivalent qualification from a university recognized in Kenya; and
- (iii) demonstrated professional, managerial and administrative capability as reflected in work performance and results.

#### Duties and Responsibilities

- (i) drafting and interpreting policies in the area of jurisdiction;
- (ii) disseminating / sensitizing and implementing National Gender Action plans
- (iii) coordinating gender mainstreaming, socio-economic empowerment programmes and projects, and activities geared towards elimination of Female Genital Mutilation (FGM) and Sexual and Gender Based Violence (SGBV).
- (iv) designing and facilitating Programmes / Projects that promote Gender Equality;
- (v) undertaking Research on Gender issues, including baseline survey on Female Genital Mutilation and Gender-Based Violence;
- (vi) coordinating the development and interpretation of Gender disaggregated data and Management Information Systems;
- (vii) monitoring the implementation of Data related Funds and the prevalence of Female Genital Mutilation and Sexual and Gender-Based violence;
- (viii) engaging and promoting partnerships with stakeholders on Gender related matters;
- (ix) participating and reporting on International and regional forums on Gender;
- (x) coordinating, developing and implementing performance targets, Annual Work plans and strategies for the section; and
- (xi) supervising, mentoring and developing officers in the Section.

#### ASSISTANT DIRECTOR, GENDER - THIRTY-SIX (36) POSTS - V/NO. 82/2026

<b>Basic Salary Scale:</b>	<b>Ksh 94,120 - Ksh 142,5900 p.m.</b>	<b>(CSG 7)</b>
<b>House Allowance:</b>	<b>Ksh 21,000 p.m. – Ksh 45,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 12,000 p.m</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable</b>	

**For appointment to this grade, a candidate must have: -**

- (i) cumulative service period of twelve (12) years, three (3) of which should have been at the grade of Principal Gender Officer CSG 8 or in a comparable and relevant position in the public service;
- (ii) a Bachelors degree in any of the following disciplines: - Gender and Development Studies, Sociology, Gender Studies, Business Administration (Finance/ Entrepreneurship Option), Anthropology, Counselling Psychology, Psychology, Economics, Law, International Relations or equivalent qualification from a university recognized in Kenya; and
- (iii) demonstrated merit and ability as reflected in work performance and results.

#### **Duties and responsibilities**

- (i) implementation of Gender Policies, projects and programmes;
- (ii) facilitating gender mainstreaming activities in Ministries, State Departments, Counties and Agencies;
- (iii) Promoting gender socio-economic empowerment;
- (iv) undertaking sensitization/awareness creation on gender programmes and projects;
- (v) undertaking Research on Gender issues, including baseline survey on Female Genital Mutilation and Gender-Based Violence;
- (vi) coordinating collection and development of gender disaggregated data and management information systems;
- (vii) monitoring gender mainstreaming, socio-economic empowerment and Female Genital Mutilation and Sexual and Gender Based Violence projects and programmes and establishing the level of compliance with the 2/3 gender principal in the Ministries/Departments, Counties and Agencies;
- (viii) providing in-put on Gender Mainstreaming in Medium Term expenditure framework budget;
- (ix) monitoring gender related Funds
- (x) monitoring prevalence of Female Genital Mutilation and Sexual and Gender Based Violence;
- (xi) engaging with partners and stakeholders on Gender related matters;
- (xii) guiding and facilitating formation of Community level structures and Female Genital Mutilation and Gender Based Violence groups;
- (xiii) maintaining a complaints and grievance mechanism on gender related matters at the County; and
- (xiv) preparing monthly, quarterly, Bi-annual and annual reports on Gender programmes and projects.

## VACANCIES IN THE MINISTRY OF INFORMATION, COMMUNICATIONS AND THE DIGITAL ECONOMY

### STATE DEPARTMENT FOR BROADCASTING AND TELECOMMUNICATIONS

#### DIRECTOR, DIGITAL COMMUNICATION - ONE (1) POST- V/NO. 83/2026

Basic Salary Scale:	Ksh 155,930 p.m. – 292,490 p.m.	(CSG 5)
House Allowance:	Ksh 52,000 - Ksh 60,000 p.m.	
Commuter Allowance:	Ksh 20,000 p.m.	
Leave Allowance:	As provided in the Civil Service.	
Annual Leave:	30 working days per financial year	
Medical Cover:	As provided by the government	
Terms of Service:	Permanent and Pensionable.	

#### For appointment to this grade, a candidate must have: -

- (i) cumulative service period of fifteen (15) years in Digital Communications or in a Contact Centre, three (3) of which should have been in the level of Deputy Director, Digital Communications CSG 6, or a comparable and relevant position in the public service;
- (ii) a Bachelors degree in Mass Communication, Public Relations, Communication Studies, Media Studies/Science or a Bachelor's degree in social science with a Postgraduate Diploma in Mass Communication, Public Relations, Communication Studies, Media studies from a university recognized in Kenya;
- (iii) a Masters degree in any of the following disciplines: Corporate/Development/Media Studies, Strategic and Digital Communication or related disciplines and equivalent qualification from a university recognized in Kenya;
- (iv) a Certificate in Leadership course lasting not less than four (4) weeks from a recognized Institution;
- (v) demonstrated professional competence, managerial and leadership capabilities as reflected in work performance and results;
- (vi) exhibited a thorough understanding of national development polices, goals, legislations, and objectives and ability to integrate them into Public Communication; and
- (vii) excellent oral and written communication skills;

#### Duties and Responsibilities

An officer at this level will report to the Public Communications Secretary for the smooth running of Digital Public Communications Services and National Government Contact Centre. Duties and responsibilities will include; -

- (i) developing and implementing the national digital communication strategy for government engagement;
- (ii) leading cross-agency coordination to ensure consistency in digital communications across Ministries, Departments, and Agencies (MDAs);
- (iii) directing the operations of the National Government Contact Centre (NGCC) ensuring 24/7 availability and efficiency;

- (iv) developing Service Level Agreements (SLAs), performance metrics, and ensure timely and effective resolution of citizen inquiries, complaints, and feedback;
- (v) championing innovations to improve citizen experience and enhance transparency and accountability;
- (vi) developing the integration, and maintenance of digital communication channels (e.g., websites, social media, mobile apps, email, and chatbots);
- (vii) ensuring the use of data analytics, artificial intelligence, and digital tools to enhance citizen engagement and service delivery;
- (viii) ensuring digital inclusion and accessibility in all government communication;
- (ix) collaborating with public communication officers, media houses, private sector, and civil society to improve public communication outcomes;
- (x) representing the government in local and international forums on digital communications and contact center management;
- (xi) monitoring risks associated with digital communication infrastructure and developing mitigation strategies;
- (xii) providing leadership in staff capacity building, performance management, and career development; and
- (xiii) overseeing budget planning, procurement, and resource allocation for the directorate and contact center.

**DIRECTOR, INFORMATION (PUBLICATIONS) - ONE (1) POST- V/NO. 84/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 155,930 p.m. – 292,490 p.m.</b>	<b>(CSG 5)</b>
<b>House Allowance:</b>	<b>Ksh 52,000 - Ksh 60,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 20,000 p.m.</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service.</b>	
<b>Annual Leave:</b>	<b>30 working days per financial year</b>	
<b>Medical Cover:</b>	<b>As provided by the government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable.</b>	

**For appointment to this grade, a candidate must have: -**

- (i) served for a minimum period of three (3) years in the grade of Deputy Director of Information, CSG 6 or in a comparable and relevant position in the public service;
- (ii) a Bachelors Degree in any of the following disciplines: -Mass Communication, Journalism, Public Relations, Communication Studies, Media Studies/Science, Photojournalism from a university recognized in Kenya.

**OR**

- a Bachelors Degree in Social Science with a Postgraduate Diploma in Photojournalism, Mass Communication, Journalism, Public Relations, Communication Studies, Media Studies/Science from a university recognized in Kenya;
- (iii) a Masters Degree in any of the following disciplines: -Mass Communication, Journalism, Public Relations, Communication Studies, Media Studies/Science,

- Corporate Communication, Photojournalism/Photography, International Relations or Social Sciences from a university recognized in Kenya;
- (iv) a Certificate in Leadership course lasting not less than four (4) weeks from a recognized Institution;
- (v) clear understanding of National Development Goals and the role of management and publication of information in the achievement of the same;
- (vi) excellent oral and written communication skills; and
- (vii) demonstrated professional competence and managerial capability as reflected in work performance and results.

### **Duties and Responsibilities**

An officer at this level will be responsible to the Secretary Information and Broadcasting for effective and efficient management of the Information Publications Division. Duties and responsibilities at this level will include: -

- (i) formulating, interpreting and implementing information policies, programmes and strategies with regard to publication;
- (ii) ensuring and reviewing of media legal framework and standards;
- (iii) developing strategies for implementation of information research findings;
- (iv) overall management of news, information and features locally and internationally;
- (v) ensuring coverage of development projects in line with the Constitution and Kenya Vision 2030;
- (vi) managing information, publication that enhances security, peace and national cohesion and ensuring professional ethics and standards in the delivery of information services;
- (vii) developing and implementing departmental/individual work plans;
- (viii) ensuring sound management of resources;
- (ix) performance management; and
- (x) training and development of staff.

### **DIRECTOR, INFORMATION (CENTRAL MEDIA, CAPACITY BUILDING AND PARTNERSHIPS) - ONE (1) POST - V/NO. 85/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 155,930 p.m. – 292,490 p.m.</b>	<b>(CSG 5)</b>
<b>House Allowance:</b>	<b>Ksh 52,000 - Ksh 60,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 20,000 p.m.</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service.</b>	
<b>Annual Leave:</b>	<b>30 working days per financial year</b>	
<b>Medical Cover:</b>	<b>As provided by the government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable.</b>	

**For appointment to this grade, a candidate must have: -**

- (i) served for a minimum period of three (3) years in the grade of Deputy Director of Information CSG 6 or in a comparable and relevant position in the public service;
- (ii) a Bachelor's degree in any of the following disciplines: - Mass Communication, Journalism, Public Relations, Communication Studies, Media Studies/Science, Photojournalism from a university recognized in Kenya;

**OR**

- a Bachelors degree in Social Science with a Post-Graduate Diploma in Photojournalism, Mass Communication, Journalism, Public Relations, Communication Studies, Media Studies/Science from a university recognized in Kenya;
- (iii) a Masters degree in any of the following disciplines; - Mass Communication, Journalism, Public Relations, Communication Studies, Media Studies/Science, Corporate Communication, Photojournalism/Photography, International Relations or Social Sciences from a university recognized in Kenya;
  - (iv) a Certificate in Leadership course lasting not less than six (6) weeks from a recognized Institution;
  - (v) clear understanding of National Development Goals and the role of management of information in achievement of the same;
  - (vi) excellent oral and written communication skills; and
  - (vii) demonstrated professional competence and managerial capability as reflected in work performance and results.

**Duties and Responsibilities**

An officer at this level will be responsible to the Secretary Information and Broadcasting for effective and efficient management of Information in Central Media Capacity Building and Partnerships Division. Duties and responsibilities at this level will include:

- (i) formulating, interpreting and implementing information policies, programmes and strategies in regard to Central Media Capacity Building and Partnerships Division;
- (ii) ensuring and reviewing of media legal framework and standards;
- (iii) developing strategies for implementation of information research findings;
- (iv) overall management of Central Media Capacity Building and Partnerships Division, news, information and features locally and internationally;
- (v) ensuring coverage of development projects in line with the Constitution and Kenya Vision 2030;
- (vi) managing information that enhances security, peace and national cohesion and ensuring professional ethics and standards in the delivery of information services;
- (vii) developing and implementing departmental/individual work plans;
- (viii) ensuring sound management of resources;
- (ix) performance management; and
- (x) training and development of staff.

**DIRECTOR, BROADCASTING AND MULTIMEDIA - ONE (1) POST- V/NO. 86/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 155,930 p.m. – 292,490 p.m.</b>	<b>(CSG 5)</b>
<b>House Allowance:</b>	<b>Ksh 52,000 - Ksh 60,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 20,000 p.m.</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service.</b>	
<b>Annual Leave:</b>	<b>30 working days per financial year</b>	
<b>Medical Cover:</b>	<b>As provided by the government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable.</b>	

**For appointment to this grade, a candidate must have: -**

- (i) cumulative service period of fifteen (15) years in Broadcasting and Multimedia, three (3) of which should have been in the grade of Deputy Director

- Broadcasting and Multimedia, CSG 6, or in a comparable and relevant position in the public service;
- (ii) a Bachelor's Degree in any of the following disciplines: Computer Science, Electrical/Electronic Engineering, Telecommunications, Business Information Technology or equivalent qualification from a university recognized in Kenya;
  - (iii) a Masters Degree in any of the following disciplines: Computer Science, Electrical/Electronic Engineering, Telecommunications, Law, Public Policy, Economics, Mass Communication, Journalism, Media Studies/Science or equivalent from a university recognized in Kenya;
  - (iv) a Certificate in a Leadership Course lasting not less than four(4) weeks from a recognized institution;
  - (v) demonstrated professional competence and managerial capability as reflected in work performance and results; and
  - (vi) exhibited a thorough understanding of national development policies, goals, legislations and objectives and ability to integrate them into the Broadcasting and Multimedia.

### **Duties and Responsibilities**

The Director, Broadcasting and Multimedia, will be responsible to the Secretary, Information and Broadcasting for the coordination and management of Broadcasting and Multimedia function. Duties and responsibilities will include: -

- (i) coordinating, development, implementation and reviewing of policies, strategies, standards and guidelines in broadcasting and multimedia;
- (ii) ensuring that programs related to television services, production and distribution are managed effectively;
- (iii) overseeing the implementation of programs in broadcasting and multimedia;
- (iv) providing technical advice on matters related to broadcasting and multimedia;
- (v) coordinating research in broadcasting and multimedia to identify emerging trends, challenges and opportunities and make recommendations;
- (vi) promoting innovation and adoption of new technologies in the broadcasting and multimedia industry;
- (vii) establishing partnerships with the relevant stakeholders in the broadcasting and multimedia industry;
- (viii) ensuring the necessary infrastructure is in place to support broadcasting and multimedia industry; and
- (ix) establishing and maintaining a database on broadcasting and multimedia services.

### **DIRECTOR, POSTAL AND COURIER SERVICES - ONE (1) POST- V/NO. 87/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 155,930 p.m. – 292,490 p.m.</b>	<b>(CSG 5)</b>
<b>House Allowance:</b>	<b>Ksh 52,000 - Ksh 60,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 20,000 p.m.</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service.</b>	
<b>Annual Leave:</b>	<b>30 working days per financial year</b>	
<b>Medical Cover:</b>	<b>As provided by the government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable.</b>	

**For appointment to this grade, a candidate must have: -**

- (i) cumulative service period of fifteen (15) years in Postal and Courier Service, three (3) years of which should have been in the grade of Deputy Director Postal and Courier services, CSG 6, or in a comparable and relevant position in the Public Service;
- (ii) a Bachelor's Degree in any of the following disciplines: Commerce, Economics, Transport and Logistics, Business Administration, Mathematics, Actuarial Science, or equivalent qualification from a university recognized in Kenya;
- (iii) a Master's Degree in any of the following disciplines: Business Administration, Commerce, Arts (Economics), Actuarial Science or equivalent qualification from a university recognized in Kenya;
- (iv) a Certificate in Leadership Course lasting not less than four (4) weeks from a recognized institution;
- (v) demonstrated professional competence and management capability as reflected in work performance and results; and
- (vi) exhibited a thorough understanding of national development policies, goal, legislations, and objectives and ability to integrate them into the Postal and Courier Services.

**Duties and Responsibilities**

The Director, Postal and Courier Services, CSG 5 will be responsible to the Secretary, Telecommunications and Postal Services for coordination and management of the postal and courier function. Duties and responsibilities at this level will include: -

- (i) coordinating, development, implementation and review of policies, strategies, standards and guidelines and legal frameworks on postal and courier services;
- (ii) ensuring the implementation of Universal Postal Union (UPU) obligations on postal and courier services;
- (iii) coordinating, monitoring and evaluation of programs and strategies on postal and courier services;
- (iv) establishing partnerships with relevant stakeholders in postal and courier services;
- (v) coordinating implementation of emerging technologies in postal and courier services;
- (vi) ensuring universal access to postal and courier services in accordance with internationally recognized standards and practices;
- (vii) ensuring effective competition among stakeholders in postal and courier services;
- (viii) collaborating with relevant stakeholders to build capacity in postal and courier services;
- (ix) overseeing the implementation of a comprehensive and reliable National Addressing System;
- (x) coordinating the implementation of a reliable postal and logistics infrastructure;
- (xi) fostering collaboration between the National and County Government on postal and courier services;
- (xii) monitoring the efficient and effective use of the postal and courier services infrastructure;
- (xiii) coordinating research on postal infrastructure and logistics in line with best practices; and
- (xiv) liaising with relevant stakeholders on e-commerce implementation.

## DIRECTOR, TELECOMMUNICATIONS- ONE (1) POST - V/NO. 88/2026

Basic Salary Scale:	Ksh 155,930 p.m. – 292,490 p.m.	(CSG 5)
House Allowance:	Ksh 52,000 - Ksh 60,000 p.m.	
Commuter Allowance:	Ksh 20,000 p.m.	
Leave Allowance:	As provided in the Civil Service.	
Annual Leave:	30 working days per financial year	
Medical Cover:	As provided by the government	
Terms of Service:	Permanent and Pensionable	

### For appointment to this grade, a candidate must have: -

- (i) cumulative service period of fifteen (15) years in Telecommunications sector, three (3) of which should have been in the grade of Deputy Director Telecommunications CSG 6 or in comparable and relevant position in the public service;
- (ii) a Bachelor's degree in any of the following disciplines: Computer Science, Electrical/Electronic Engineering, Telecommunications, Business Information Technology or equivalent qualification from a university recognized in Kenya;
- (iii) a Master's degree in any of the following disciplines: Computer Science, Electrical/Electronic Engineering, Telecommunications, Law, Public Policy, Economics or equivalent qualification from a university recognized in Kenya;
- (iv) a Certificate in Leadership Course lasting not less than four (4) weeks from a recognized institution;
- (v) demonstrated professional competence and managerial capability as reflected in work performance and results; and
- (vi) exhibited a thorough understanding of national development policies, goals, legislations, and objectives and ability to integrate them into the Telecommunications Services.

### Duties and Responsibilities

The Director, Telecommunications, will be responsible to the Secretary, Telecommunications and Postal Services for coordination and management of the Telecommunication function. Duties and responsibilities at this level will include: -

- (i) coordinating development, implementation and review of policies, strategies, standards and guidelines and legal frameworks in the telecommunications sector;
- (ii) ensuring the implementation of International Telecommunications Union (ITU) obligations on telecommunications services;
- (iii) coordinating monitoring and evaluation of programs and strategies on telecommunications services;
- (iv) establishing partnerships with relevant stakeholders in telecommunications services;
- (v) coordinating implementation of emerging technologies in telecommunications services;
- (vi) ensuring universal access to telecommunications services in accordance with internationally recognized standards and practices;
- (vii) ensuring effective competition among stakeholders in telecommunications services;

- (viii) collaborating with relevant stakeholders to build capacity in telecommunications services;
- (ix) fostering collaboration between the National and County Governments on telecommunications services;
- (x) monitoring the efficient and effective use of telecommunications infrastructure;
- (xi) collaborating with relevant stakeholders in matters related to Telecommunications;
- (xii) coordinating the roll-out of Government telecommunications infrastructure; and
- (xiii) ensuring prudent utilization of resources.

**DIRECTOR PUBLIC COMMUNICATIONS– TWENTY-FIVE (25) POSTS - V/NO. 89/2026**

Basic Salary Scale:	Ksh 155,930 p.m. – 292,490 p.m.	(CSG 5)
House Allowance:	Ksh 52,000 - Ksh 60,000 p.m.	
Commuter Allowance:	Ksh 20,000 p.m.	
Leave Allowance:	As provided in the Civil Service.	
Annual Leave:	30 working days per financial year	
Medical Cover:	As provided by the government	
Terms of Service:	Permanent and Pensionable.	

**For appointment to this grade a candidate must have:**

- (i) cumulative period of fifteen (15) years and currently serving in the grade of Deputy Director, Public communication CSG 6 or in a comparable and relevant position in the wider Public Service;
  - (ii) a Bachelors Degree in any of the following disciplines: - Mass Communication, Public Relations, Communication Studies, Media Studies/Science, Corporate/Development Communications from a university recognised in Kenya;
- OR**
- a Bachelor’s Degree in Social Sciences with a Postgraduate Diploma in any of the following disciplines: - Mass Communication, Public Relations, Communication Studies or Media Studies/Science from a university recognised in Kenya;
  - (iii) a Masters Degree in any of the following disciplines: - Mass Communication, Public Relations, Corporate/Development Communication,

- Communication Studies, Media Studies/Science, International Relations or Social Sciences from a university recognised in Kenya;
- (iv) a Certificate in Leadership course lasting not less than four (4) weeks from a recognised Institution;
  - (v) clear understanding of National Development Goals, Kenya Vision 2030 and the role of management of Public Communications in the achievement of the same;
  - (vi) excellent and written communication skills; and
  - (vii) demonstrated professional competence and managerial capability as reflected in work performance and results.

### **Duties and Responsibilities**

An officer at this level will report to the Secretary, Public Communications/Principal Secretary (those in MDAs) for the smooth running of Public Communications Services in MDAs. Duties and responsibilities will include: -

- (i) formulating, interpreting, and implementing Government Public Communications policies, strategies, and programmes;
- (ii) coordinating and management of content development;
- (iii) coordinating and managing public participation/engagement;
- (iv) developing and nurturing relations with diverse publics;
- (v) ensuring compliance with the National Communications Strategy and the Government advertising plan;
- (vi) assisting in developing Public Communications/Media legal framework; undertaking advocacy;
- (vii) developing strategies for implementing Public Communications research;
- (viii) overall management of Public Communications services locally and internationally.
- (ix) ensuring projection of a positive image of the Government;
- (x) undertaking Communications development projects in line with the Constitution and Kenya Vision 2030;
- (xi) managing Public Communications services that enhance security, peace and national cohesion and ensuring professional ethics and standards in the delivery of Public Communications services;
- (xii) coordinating research on emerging issues in Public Communications;
- (xiii) coordinating Government Publicity Plan and media monitoring and research.
- (xiv) ensuring sound management of resources;
- (xv) performance management; and training and development of staff.

### **DEPUTY DIRECTOR OF PUBLIC COMMUNICATION - FIFTEEN (15) POSTS - V/No. 90/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 113,430 p.m. – 185,690 p.m.</b>	<b>(CSG 6)</b>
<b>House Allowance:</b>	<b>Ksh 25,000 - Ksh 50,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 16,000 p.m.</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service.</b>	
<b>Annual Leave:</b>	<b>30 working days per financial year</b>	

**Medical Cover:** As provided by the government  
**Terms of Service:** Permanent and Pensionable.

**For appointment to this grade, a candidate must have: -**

- (i) served for a minimum period of three (3) years in the grade of Assistant Director of Public Communication CSG 7 or in a comparable and relevant position in the public Service;
- (ii) a Bachelors Degree in any of the following disciplines: Mass Communication, Public Relations, Communication Studies or Media Studies/Science from a university recognized in Kenya.

**OR**

- a Bachelors Degree in Social Sciences with a Postgraduate Diploma in any of the following disciplines: - Mass Communication, Public Relations, Communication Studies or Media Studies/Science from a university recognized in Kenya.
- (iii) a Certificate in Leadership course lasting not less than four (4) weeks from a recognized institution;
- (iv) clear understanding of National Development Goals, Kenya Vision 2030 and the role of management of Public Communications in the achievement of the same;
- (v) excellent oral and written communication skills; and
- (vi) demonstrated professional competence and managerial capability as reflected in work performance and results.

### **Duties and Responsibilities**

An officer at this level will report to the Director Public Communications for the smooth running of Public Communications Services in MDAs. Duties and responsibilities will include: -

- (i) formulating, interpreting and implementing Public Communications policies, strategies and programmes;
- (ii) coordinating Public Communications services;
- (iii) content development and dissemination in line with the Constitution and Kenya Vision 2030;
- (iv) coordinating media monitoring;
- (v) developing strategies for implementation of Public Communications research;
- (vi) ensuring delivery of Public Communications services;
- (vii) uploading of content onto Government Portal and Ministerial websites;
- (viii) initiating development of departmental/individual work plans;
- (ix) ensuring preparation of budgets and sound management of financial and other resources; and
- (x) training and development of staff.

**VACANCIES IN THE MINISTRY OF YOUTH AFFAIRS, CREATIVE ECONOMY AND SPORTS**

**STATE DEPARTMENT FOR SPORTS**

## DIRECTOR SPORTS– TWO (2) POSTS - V/NO. 91/2026

Basic Salary Scale:	Ksh 155,930 p.m. – 292,490 p.m.	(CSG 5)
House Allowance:	Ksh 52,000 - Ksh 60,000 p.m.	
Commuter Allowance:	Ksh 20,000 p.m.	
Leave Allowance:	As provided in the Civil Service.	
Annual Leave:	30 working days per financial year	
Medical Cover:	As provided by the government	
Terms of Service:	Permanent and Pensionable.	

### For appointment to this grade, a candidate must have:-

- (i) cumulative service period of fifteen (15) years one (1) year of which must have been in the grade of Deputy Director of Sports, CSG 6, or in a comparable and relevant position in the public service;
- (ii) a Bachelors Degree with bias in Sports or equivalent qualification from a university recognized in Kenya;
- (iii) a Masters Degree in any of the following disciplines: Physical Education, Recreation Management, Exercise and Sports Science from a university recognized in Kenya;

### OR

- a Masters Degree in Social Sciences from a university recognized in Kenya with a Post-Graduate Diploma in Sports Administration and Management from a recognized institution;
- (iv) a Certificate in Leadership course lasting not less than four (4) weeks from a recognized institution; and
  - (v) demonstrated a thorough understanding of the national goals, policies and programmes and ability to relate them to sports development.

**Note:** a Post-Graduate Diploma in Sports Administration and Management from a recognized institution will be regarded as an added advantage.

### Duties and Responsibilities

The Director Sports will be responsible to the Principal Secretary, State Department for Sports, for the planning, coordination and administration of sports activities and programmes in the Ministry. Duties and responsibilities will include:-

- (i) initiating, formulating, interpreting and reviewing policies, programmes and activities that promote sports development;
- (ii) mainstreaming sports affairs at local, national and international levels;
- (iii) mobilizing resources for sports programmes;
- (iv) initiating development of Youth Sports Centres;
- (v) forging technical cooperation with local, national and international agencies and governments in the development of sports;
- (vi) spearheading and disseminating sports research findings through publications and presentations; and
- (vii) coordinating Cash Awards and Honours Schemes for sportsmen/women and veterans;
- (viii) being responsible for monitoring and evaluating sports programmes and activities;

- (ix) overseeing the preparation of departmental budgets and work plans;
- (x) coordinating Ex-Officio membership in Sports Federations in the country; and
- (xi) overall supervision, management, training and development of staff.

## VACANCIES IN THE MINISTRY OF DEFENCE

### **DIRECTOR/CHIEF PRINCIPAL LECTURER– ONE (1) POST - V/NO. 92/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 155,930 p.m. – 292,490 p.m.</b>	<b>(CSG 5)</b>
<b>House Allowance:</b>	<b>Ksh 52,000 - Ksh 60,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 20,000 p.m.</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service.</b>	
<b>Annual Leave:</b>	<b>30 working days per financial year</b>	
<b>Medical Cover:</b>	<b>As provided by the government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable.</b>	

**For appointment to this grade, a candidate must have:-**

- (i) cumulative service period of fifteen (15) years relevant work experience, one (1) year of which should have been in the grade of Deputy Director/Deputy Principal Lecturer, CSG 6, or in comparable and relevant position in the public service;
- (ii) a Bachelors degree in any of the following disciplines:-Engineering (Civil, Mechanical, Mechatronics, Electrical, Electronics, Telecommunications, Computer, Automotive, Construction Plant, Industrial Technology, Production Technology, Instrumentation and Control), (Mathematics, Physics and Chemistry), Technology Education (Power Mechanics, Electrical and Electronics Technology and Mechanical Technology), Information Communication Technology, Entrepreneurship, Sociology, Business Administration, Guidance and Counselling or equivalent qualification from a university recognized in Kenya:
- (iii) a Masters degree in any of the following disciplines: Engineering (Civil, Mechanical, Mechatronics, Electrical, Electronics, Telecommunications, Computer, Automotive, Construction Plant, Industrial Technology, Production Technology, Instrumentation and Control), (Mathematics, Physics and Chemistry), Technology Education (Power Mechanics, Electrical and Electronics Technology and Mechanical Technology), Energy Management, Computer Science, Information Communication Technology, Project Management, Entrepreneurship or equivalent qualification from a university recognized in Kenya:
- (iv) defence Instructional Techniques course lasting not less than two (2) weeks or its equivalent qualification from a recognized institution:
- (v) a Post Graduate Diploma in Education from a recognized institution:  

OR

 a Certificate in Training of Trainers Course lasting not less than one (1) month from a recognized institution
- (vi) a Certificate leadership Course lasting not less than four (4) weeks from a recognized institution;

- (vii) demonstrate a high standard of training, administration and general management capability necessary for creating teamwork; and
- (viii) shown merit and ability as reflected in work performance and results.

**Duties and Responsibilities**

- (i) interpreting, implementing and reviewing training policies and programmes;
- (ii) coordinating preparation of annual academic programmes;
- (iii) formulating educational plans and development strategies, standards and guidelines;
- (iv) overseeing the preparation of schemes of work, lesson notes and lesson plans;
- (v) coordinating the design and development of training materials and aids;
- (vi) lecturing in areas of specialization;
- (vii) overseeing trainee evaluation and maintenance of trainees' performance records;
- (viii) overseeing monitoring and evaluation of teaching and learning activities;
- (ix) collaborating with relevant stakeholders in the development of curricula and syllabus;
- (x) coordinating training programmes, seminars workshops and symposia;
- (xi) overseeing research on training programmes;
- (xii) guiding and counseling trainees;
- (xiii) supervising, coaching and mentoring trainers; and
- (xiv) ensuring maintenance of discipline of trainers

**DEPUTY DIRECTOR /DEPUTY PRINCIPAL LECTURER– THREE (3) POSTS - V/NO. 93/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 113,430- Ksh 185,690 p.m.</b>	<b>(CSG 6)</b>
<b>House Allowance:</b>	<b>Ksh 25,000 p.m. - Ksh 50,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 16,000 p.m</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable</b>	

**For appointment to this grade, a candidate must have:-**

- (i) cumulative service period of twelve (12) years one (1) year of which should have been in the grade of Senior Principal Lecturer CSG 7, or in comparable and relevant positions in the public service;
- (ii) a Bachelor's degree in any of the following disciplines: -Engineering (Civil, Mechanical, Mechatronics, Electrical, Electronics, Telecommunications, Computer, Automotive, Construction, Plant, Industrial Technology, Production Technology, Instrumentation and Control), (Mathematics, Physics and Chemistry), Technology Education (Power Mechanics, Electrical and Electronics Technology and Mechanical Technology), Information Communication Technology, Entrepreneurship, Sociology, Business Administration, Guidance and Counselling or equivalent qualification from a university recognized in Kenya;

- (iii) Defence Instructional Techniques course lasting not less than two (2) weeks or its equivalent qualification from a recognized institution;
- (iv) a Post Graduate Diploma in Education from a recognized institution;
- (v) demonstrate a high standard of training, administration and general management capability necessary for creating team work; and
- (vi) shown merit and ability as reflected in work performance and results.

#### **Duties and Responsibilities**

- (i) preparing schemes of work, lesson notes and lesson plans.
- (ii) coordinating development, implementation and review of curriculum;
- (iii) lecturing in areas of specialization;
- (iv) ensuring effective setting, moderation, administration and marking of examination
- (v) liaising with the relevant stakeholders in preparation and implementation of training programmes, seminars, workshops and symposia:
- (vi) developing and reviewing course materials
- (vii) preparing and maintaining trainees' performance records
- (viii) guiding and counselling trainees
- (ix) ensuring safe custody of training materials and equipment
- (x) coaching and mentoring trainers
- (xi) reviewing of research findings on training programmes
- (xii) liaising with the relevant stakeholders in preparation of training budget and:
- (xiii) maintaining discipline of trainers

#### **SENIOR PRINCIPAL REGISTERED NURSE– TWENTY-TWO (22) POSTS- V/NO. 94/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 94,120 - Ksh 142,590 p.m.</b>	<b>(CSG 7)</b>
<b>House Allowance:</b>	<b>Ksh 21,000 p.m. – Ksh 45,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 12,000 p.m</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable</b>	

#### **For appointment to this grade, a candidate must have:-**

- (i) served for a minimum period of three (3) years in the grade of Principal Registered Nurse, CSG 8 or in comparable and relevant position in the public service;
- (ii) a Diploma in any of the following disciplines: Kenya Registered Community Health Nursing, Kenya Registered Nursing, Kenya Registered Midwifery, Kenya Registered Nursing/Midwifery or Kenya Registered Nursing/Mental Health and Psychiatry qualification from a recognized institution:
- (iii) a Higher Diploma in any of the following discipline: Kenya Registered Community Health Nursing, Registered Anaesthetic Nursing, Kenya Registered Psychiatric Nursing, Kenya Registered Peri-operative Nursing, Kenya Registered Ophthalmology Nursing, Kenya Registered Paediatric Nursing, Kenya Registered Critical Care Nursing, Kenya Registered Accident & Emergency Nursing, Kenya

Registered Neonatal Nursing, Kenya Registered Nephrology Nursing or Kenya Registered Palliative Nursing from a recognized institution;

**OR**

a Diploma in Advanced Nursing in any of the following disciplines: Nursing, Education Psychology, Nursing Administration, Community Health Nursing, Mental Health and Psychiatric Nursing or Clinical Care from a recognized institution;

- (iv) registration Certificate issued by the Nursing Council of Kenya;
- (v) valid practising license from the Nursing Council of Kenya;
- (vi) shown a high degree of professional competence and administrative capability as well as possess; and
- (vii) broad experience in setting and evaluating nursing and healthcare standards and programmes.

### **Duties and Responsibilities**

- (i) initiating development of nursing policies, standards and guidelines in the provision of nursing services in area of specialization;
- (ii) implementing projects and programmes in area of specialization;
- (iii) ensuring application of nursing process at the service delivery point/ area, coordinating the provision of appropriate healthcare service including: Integrated Management of Childhood Illnesses (IMCI), Integrated Management of Adolescents and Adulthood Illnesses (IMAI), immunization, reproductive health;
- (iv) formulating interventions to address identified health needs;
- (v) managing nursing services at a health facility;
- (vi) monitoring and evaluating health care in a health facility;
- (vii) coordinating preparation of training plans/programmes for nurses at the service delivery department;
- (viii) providing specifications for procurement of nursing commodities and supplies;
- (ix) conducting research and preparing reports;
- (x) coordinating health care activities in an area of specialization in collaboration with other stakeholders;
- (xi) advising the Health/Hospital Management Team (HMT) on matters relating to nursing;
- (xii) implementing continuing professional development programmes for nurses; and
- (xiii) initiating preparation of annual work plans.

### **ASSISTANT DIRECTOR OFFICE ADMINISTRATIVE SERVICES– FOUR (4) POSTS - V/NO. 95/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 94,120 - Ksh 142,590 p.m.</b>	<b>(CSG 7)</b>
<b>House Allowance:</b>	<b>Ksh 21,000 p.m. – Ksh 45,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 12,000 p.m</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable</b>	

**For appointment to this grade, a candidate must have: -**

- (i) served for a minimum period of three (3) years in the grade of Principal Office Administrator or Principal Assistant Office Administrator CSG 8 or in comparable and relevant position in the public service;
- (ii) a Bachelors Degree in Secretarial Studies or Bachelor of Business and Office Management from a university recognized in Kenya.

**OR**

a Bachelors Degree in Social Sciences from a university recognized in Kenya plus a Diploma in Secretarial Studies from a recognized institution

**OR**

a Bachelors Degree in Social Sciences plus Business Education Single and Group Certificates (BES & GC) Stages I, II and III from the Kenya National Examinations Council in the following subjects:

- a) Shorthand III (minimum 120 w.p.m.)
  - b) Typewriting III (50 w.p.m.)
  - c) Business English III/Communications [I]
  - d) Commerce IT
  - e) Office Management II
  - f) Office Administration and Management III
  - g) Secretarial Duties IT
- (iii) a Certificate in Secretarial Management Course lasting not less than three (3) weeks from a recognized Institution: and
  - (iv) demonstrated outstanding professional competence in management of secretarial services.

**Duties and Responsibilities**

- (i) preparing up-to-date records of office administrative services personnel;
- (ii) initiating postings and deployment orders of office administrative service, personnel;
- (iii) facilitating training of office administrative services personnel;
- (iv) collecting, collating, analysing data and preparing reports on office administrative services staff establishment;
- (v) participating in selection and recruitment process of office administrative service personnel in the Civil Service: and
- (vi) any other office administrative services duties that may be assigned.

**VACANCIES IN THE MINISTRY OF CO-OPERATIVES AND MICRO, SMALL AND MEDIUM ENTERPRISES DEVELOPMENT**

**STATE DEPARTMENT FOR MICRO, SMALL AND MEDIUM ENTERPRISES**

**DIRECTOR, KENYA INSTITUTE OF BUSINESS TRAINING (CAPACITY BUILDING AND ENTREPRENEURSHIP DEVELOPMENT- ONE (1) POST - V/NO. 96/2026**

Basic Salary Scale:	Ksh 155,930 p.m. – 292,490 p.m.	(CSG 5)
House Allowance:	Ksh 52,000 - Ksh 60,000 p.m.	
Commuter Allowance:	Ksh 20,000 p.m.	
Leave Allowance:	As provided in the Civil Service.	

<b>Annual Leave:</b>	<b>30 working days per financial year</b>
<b>Medical Cover:</b>	<b>As provided by the government</b>
<b>Terms of Service:</b>	<b>Permanent and Pensionable</b>

**For appointment to this grade, a candidate must have: -**

- (i) cumulative service period of eighteen (18) years, two (2) years of which must have been at the grade of Deputy Director, Kenya Institute of Business Training (KIBT), CSG 6 or in a comparable and relevant position in the public service;
- (ii) a Bachelors degree in any of the following disciplines: Commerce, Business Administration, Statistics, Economics, Entrepreneurship, Counselling, Business Management, Graphic Design, Business and Information Technology, Management Science or equivalent qualification with a Diploma/Post Graduate Diploma in Education from a university recognized in Kenya;  
**OR**  
a Bachelor of Education degree in any of the following disciplines: - Economics, Counselling, Business Studies, Information Technology or equivalent qualification from a university recognized in Kenya;
- (iii) a Masters degree in any of the following: - Education (Planning, Curriculum Development, Educational Administration, Counselling), Commerce, Business Administration, Counselling, Statistics, Economics, Entrepreneurship, Business management, Business and Information Technology, Management Science or equivalent qualification from a university recognized in Kenya;
- (iv) a Certificate in Leadership course lasting not less than four (4) weeks from a recognized institution; and
- (v) demonstrated professional competence and a thorough understanding of national goals, policies and programmes and the ability to translate them to the institute's functions.

**Duties and Responsibilities**

The Director, KIBT will be responsible to the Principal Secretary for the overall Planning, management, development and administration of the Institute. Duties and responsibilities will include: -

- (i) overseeing the formulation, design, analysis, interpretation, and review of the Institute's policies and programmes;
- (ii) co-ordinating provision of business training, counselling and extension services to Micro, Small and Medium Enterprises (MSMEs);
- (iii) liaising with stakeholders in the development, implementation, and review of MSME curriculum;
- (iv) supervising and facilitating entrepreneurship seminars, workshops and business clinics to clients;
- (v) overseeing development of business counselling standards for the institute's stakeholder's clientele;
- (vi) monitoring the planning and implementation of entrepreneurship in-service programmes for budding enterprises;
- (vii) disseminating business information to stakeholders and clientele;

- (viii) organizing business exhibitions and trade fairs to promote and benchmark on business counseling standards;
- (ix) developing strategic collaborations and marketing of the institute at local and international forum;
- (x) planning development of new entrepreneurship training programmes, business counselling and extension services activities; and
- (xi) translating government business policies into business research and consultancy services;
- (xii) spearheading negotiation, budgeting and realization of performance targets and annual work plans for the institute;
- (xiii) supervising care and custody of the Institute's assets; and
- (xiv) monitoring staff performance, development, discipline, mentorship and counselling programmes.

## VACANCIES IN THE MINISTRY OF LABOUR AND SOCIAL PROTECTION

### STATE DEPARTMENT FOR LABOUR AND SKILLS

#### ASSISTANT DIRECTOR POST TRAINING & SKILLS DEVELOPMENT-EIGHT (8) POSTS - V/NO. 97/2026

Basic Salary Scale:	Ksh 94,120 - Ksh 142,5900 p.m.	(CSG 7)
House Allowance:	Ksh 21,000 p.m. - Ksh 45,000 p.m.	
Commuter Allowance:	Ksh 12,000 p.m	
Leave Allowance:	As provided in the Civil Service	
Annual Leave:	30 working days	
Medical Cover:	As provided by the Government	
Terms of Service:	Permanent and Pensionable	

For appointment to this grade, a candidate must have: -

- (i) served for a minimum period of three (3) years in the grade of Principal Post Training and Skills Development Officer, CSG 8 or in a comparable and relevant position in the public service;
- (ii) a Bachelors degree in any of the following fields Education, Guidance and Counselling, Education Technology, Business Administration, Technology,

Information Communication Technology, Entrepreneurship, Human Resource Management, Engineering or an equivalent qualification from a university recognized in Kenya;

**OR**

a Master Crafts Person (MCP) certificate or an equivalent qualification from a recognized institution; and

(iii) shown merit and ability in work performance and results.

**Duties and responsibilities**

- (i) implementing and reviewing Policies, Plans, Guidelines, Standards, Best Practices and Strategies for Post Training and Skills Development;
- (ii) operationalizing Sector Skills Councils;
- (iii) strengthening linkages between Education, Training, Industry and Professional Bodies;
- (iv) leading teams in Monitoring and Evaluating the operations of Office of Career Services (OCS);
- (v) coordinating capacity building for career educators and counsellors;
- (vi) developing, implementing and reviewing skills development programmes;
- (vii) developing, managing and maintaining the National Skills Development Management Information System and National Skills Inventory;
- (viii) implementing and reviewing quality standards and norms and undertaking quality audits and assurance for skills development;
- (ix) leading teams in Monitoring and Evaluating Skills Development Programmes; and
- (x) spearheading Research and Innovation on Skills Development.

**STATE DEPARTMENT FOR SOCIAL PROTECTION AND SENIOR CITIZEN AFFAIRS**

**SECRETARY, SOCIAL DEVELOPMENT – ONE (1) POST - V/NO. 98/2025**

<b>Basic Salary Scale:</b>	<b>Ksh 182,890 p.m. – 365,880 p.m.</b>	<b>(CSG 4)</b>
<b>House Allowance:</b>	<b>Ksh 80,000p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 24,000 p.m.</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service.</b>	
<b>Annual Leave:</b>	<b>30 working days per financial year</b>	
<b>Medical Cover:</b>	<b>As provided by the government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable/Local Agreement.</b>	

**For appointment to this grade, a candidate must have: -**

- (i) cumulative service period of eighteen (18) years, and currently serving in the grade of Director Social Development CSG 5 or in a comparable and relevant position in the public service;
- (ii) a Bachelors degree in any of the following fields: Sociology, Anthropology, Social Work, Community Development/Management, Disability Studies, Gender Studies, Gender and Development, Business Administration, Counselling Psychology or any other relevant qualification from a university recognized in Kenya;

- (iii) a Masters degree in any of the following fields: Sociology, Anthropology, Social Work, Community Development/Management, Disability Studies, Gender Studies, Gender and Development, Business Administration, Counselling Psychology, Public Policy, Project Planning/Management, Disaster Management or equivalent from a university recognized in Kenya;
- (iv) a Certificate in Leadership course lasting not less than four (4) weeks from a recognized institution; and
- (v) be in good a standing as a current member of a relevant professional body;

### **Duties and Responsibilities**

Secretary, Social Development will be reporting to the Principal Secretary, duties and responsibilities will include: -

- (i) policy formulation and implementation;
- (ii) providing strategic leadership to directorates, divisions, and regional structures under Social Development;
- (iii) overseeing planning, budgeting, and performance contracting within the Social Development function;
- (iv) coordinating with County Governments on devolved social development functions;
- (v) guiding inter-agency and multi-sectoral collaboration on community development and social protection initiatives;
- (vi) supervising implementation of key programs such as: Community-driven development (CDD) initiatives, supporting vulnerable groups (e.g., youth, women, and PWDs), providing oversight of registration, regulation, and capacity building of community-based and self-help organizations;
- (vii) overseeing compliance and enforcement of statutory regulations under the Non-Governmental Organizations Coordination Act, the Social Development Policy, and Public Benefit Organizations (PBO) Framework;
- (viii) serving as Secretary or advisor to relevant boards, such as the NGO Coordination Board or Social Development Committees;
- (ix) capacity building and offering technical support by leading the development of training curricula and materials for community development officers, providing technical guidance to County Social Development Officers, promoting community empowerment through participatory planning, monitoring, and social accountability tools;
- (x) overseeing data collection, analysis, and reporting on social development indicators, championing social research to inform policy and program design and ensuring effective M&E systems for tracking the impact of community-based interventions;
- (xi) facilitating resource mobilization through donor engagement and public-private partnerships and building and sustaining partnerships with UN agencies, NGOs, development partners, and faith-based organizations;
- (xii) advising the Principal Secretary and Cabinet Secretary on emerging issues affecting community development and social cohesion; and
- (xiii) representing the Ministry in inter-ministerial, regional, and international forums on social development.

**DIRECTOR, SOCIAL DEVELOPMENT – THREE (3) POSTS - V/NO. 99/2025**

<b>Basic Salary Scale:</b>	<b>Ksh 146,360-Ksh 266,750 p.m.</b>	<b>(CSG 5)</b>
<b>House Allowance:</b>	<b>Ksh 52,000-KSH 60,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh20,000 p.m.</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and pensionable</b>	

**For appointment to this grade, a candidate must have:-**

- (i) cumulative service period of fifteen (15) years and currently serving in the grade of Deputy Director of Social Development, CSG 6 or in a comparable and relevant position in the public service;
- (ii) a Bachelors degree in any of the following disciplines: Sociology, Anthropology, Social Work, Community Development/Management, Disability Studies, Gender Studies, Gender and Development, Business Administration, Counselling Psychology, or any other relevant qualification from a university recognized in Kenya;
- (iii) a Masters degree in any of the following fields: Sociology, Anthropology, Social Work, Community Development/Management, Project Planning/Management, Public Policy, Disaster Management, Gender Studies, Gender and Development, Business Administration/Management, Counselling Psychology, or equivalent qualification from a university recognized in Kenya.
- (iv) a Certificate in Leadership Course lasting not less than four (4) weeks from a recognized institution; and
- (v) demonstrate a thorough and comprehensive understanding of Social Development matters.

**Duties and Responsibilities**

An officer at this level will provide overall strategic direction on the implementation of the social development function. Duties and responsibilities will include:-

- (i) formulating implementing and reviewing policies, plans and strategies;
- (ii) monitoring and evaluating policies and programmes on community development, older persons and the aging, persons with disabilities family matrimonial and successional laws, volunteerism, guidance and counselling;
- (iii) implementing regional and international instruments on social development;
- (iv) facilitating capacity building or mainstreaming disability in the public and private sectors;
- (v) facilitating capacity building of communities for sustainable social economic programmes and projects;
- (vi) liaising with other institution and agencies for resource mobilization;
- (vii) coordinating, reporting and disseminating social development research findings;
- (viii) coordinating the provision of financial support to vulnerable groups and individual through grants and cash transfer; and
- (ix) promoting collaboration and performance management and development matters

**DEPUTY DIRECTOR, SOCIAL DEVELOPMENT – TWO (2) POSTS - V/NO. 100/2025**

<b>Basic Salary Scale:</b>	<b>Ksh 105, 570-Ksh 182, 890 p.m.</b>	<b>(CSG 6)</b>
<b>House Allowance:</b>	<b>Ksh 25,000-KSH 50,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 16,000 p.m.</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and pensionable</b>	

**For appointment to this grade, a candidate must have:-**

- (i) cumulative service period of twelve (12) years and currently serving at the grade of Assistant Director, Social Development, CSG 7 or in a comparable and relevant position in the public service;
- (ii) a Bachelors degree in any of the following disciplines: Sociology, Anthropology, Social Work, Community Development/Management, Disability Studies, Gender Studies, Gender and Development, Business Administration, Counselling Psychology, or any other relevant qualification from a university recognized in Kenya; and
- (iii) demonstrated administrative and managerial capabilities in promoting social development programmes/projects.

#### **Duties and Responsibilities**

- (i) spearheading formulation, interpretation and implementation of social development policies, plans and strategies;
- (ii) coordinating vocational rehabilitation and training for persons with disabilities;
- (iii) mobilizing resources for social development programmes and projects;
- (iv) designing programmes/projects that promote Kenyan's social development agenda;
- (v) collaborating with government agencies, development partners and other stakeholders in the implementation of social development programmes and projects;
- (vi) coordinating the implementation of community mobilizing, community development, social welfare, social protection, older persons, persons with disabilities, community support programme (CCSP), Vocational Rehabilitation Services Volunteerism, and family promotion/protection programmes; and
- (vii) coordinating research on social development matters.

### **VACANCIES IN THE MINISTRY OF WATER, SANITATION AND IRRIGATION**

#### **STATE DEPARTMENT FOR IRRIGATION**

#### **ASSISTANT DIRECTOR IRRIGATION QUALITY ASSURANCE & LICENSING THREE (3) POSTS - V/NO. 101/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 94,120 - Ksh 142,590 p.m.</b>	<b>(CSG 7)</b>
<b>House Allowance:</b>	<b>Ksh 21,000 p.m. – Ksh 45,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 12,000 p.m</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	

<b>Annual Leave:</b>	<b>30 working days</b>
<b>Medical Cover:</b>	<b>As provided by the Government</b>
<b>Terms of Service:</b>	<b>Permanent and Pensionable</b>

**For appointment to this grade, a candidate must have: -**

- (i) cumulative service period of seven (7) years, three (3) of which must have been in the grade of Principal Irrigation Officer (Quality Assurance & Licensing) or in comparable and relevant position in the public service;
- (ii) a Bachelors Degree in any of the following disciplines: Irrigation Engineering, Agricultural Engineering, Agricultural and Biosystems Engineering, Environmental Biosystems Engineering, Agriculture, Agricultural Economics, Soil Water and Environmental Engineering, Soil and Water Engineering, Agribusiness Management, Agricultural Resource Management, Horticulture, Agronomy, Dryland Agriculture, Range Management, Natural Resources Sciences, Geology, Environmental Science or equivalent qualification from a university recognized in Kenya;
- (iii) be registered with a relevant professional body where applicable; and
- (iv) have demonstrated managerial, administrative and professional competence in work performance.

**Duties and Responsibilities**

- (i) providing input in the development and review of national irrigation policies, strategies, regulations, manuals, plans, programmes and projects;
- (ii) coordinating the preparation of inventory of irrigation schemes for licensing;
- (iii) coordinating implementation of irrigation licensing plans;
- (iv) determining and recommending applications for licenses;
- (v) coordinating preparation of reports on irrigation schemes licensing
- (vi) coordinating provision of technical advice and backstopping on irrigation licensing;
- (vii) coordinating preparation of periodic reports on compliance to irrigation schemes licensing conditions;
- (viii) designing training programmes on irrigation licensing;
- (ix) maintaining and updating database on licensed irrigation schemes;
- (x) preparing work plans, budgets and setting performance targets for irrigation licensing;
- (xi) developing and review of irrigation standards and guidelines;
- (xii) evaluating and recommending innovations and technologies in irrigation, drainage, water harvesting & storage, land reclamation, and irrigation water management;
- (xiii) liaising with research institutions, innovators and technology development agencies to support evaluation of innovations and technologies;
- (xiv) undertaking technical review and recommendation for approval of irrigation, land reclamation, and irrigation water harvesting and storage infrastructure designs;
- (xv) preparing work plans, budgets and setting performance targets for regulation and standards;
- (xvi) supervising audits of processes and plans in irrigation development and management;

- (xvii) analyzing data and reporting on adequacy, appropriateness and application consistency of quality control measures for irrigation infrastructure and auxiliary facilities;
- (xviii) coordinating implementation of irrigation quality assurance plans, procedures, programmes and projects;
- (xix) coordinating monitoring and reporting on compliance to quality standards, laws and regulations;
- (xx) coordinating provision of technical advice and backstopping on irrigation quality assurance;
- (xxi) coordinating preparation of periodic reports on compliance to quality standards, laws and regulations and irrigation schemes licensing;
- (xxii) designing training programmes on irrigation quality assurance;
- (xxiii) preparing work plans, budgets and setting performance targets for irrigation quality assurance, compliance and enforcement; and
- (xxiv) coaching and mentoring of staff.

**ASSISTANT DIRECTOR IRRIGATION DEVELOPMENT COORDINATION- SEVEN (7)  
POSTS - V/NO. 102/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 94,120 - Ksh 142,5900 p.m.</b>	<b>(CSG 7)</b>
<b>House Allowance:</b>	<b>Ksh 21,000 p.m. – Ksh 45,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 12,000 p.m</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable</b>	

**For appointment to this grade, a candidate must have: -**

- (i) cumulative service period of seven (7) years, three (3) of which must have been in the grade of Principal Irrigation Officer (Development Coordination), CSG 8 or in comparable and relevant position in the public service;
- (ii) a Bachelors Degree in any of the following fields: - Agricultural Engineering, Agricultural and Biosystems Engineering, Environmental Biosystems Engineering, Biosystems Engineering, Water and Environment Engineering, Soil And Water Engineering, Civil Engineering, Agriculture, Agriculture Economics, Agribusiness Horticulture, Soil Science, Environment and Land Use Management, Agricultural Education And Extension, Agricultural Resource Management, Dry Land Agriculture, Range Management, Natural Resources Management, Geography,

Geology and Environmental Science, Climate Sciences, Statistics, Finance, Economics, Project Management or equivalent qualification from a university recognized in Kenya;

- (iii) registration with relevant professional body where applicable; and
- (iv) shown merit and ability as reflected in work performance and results.

### **Duties and Responsibilities**

- (i) monitoring and evaluating the impacts of policies, legislation and guidelines and initiating reviews;
- (ii) undertaking analysis of sectoral policies, regulations and standards, and providing advice;
- (iii) developing and implementing a monitoring and evaluating strategy to ensure realization of intended objectives;
- (iv) developing guidelines and principles for setting water tariffs for irrigation water in collaboration with County governments and other stakeholders;
- (v) preparing joint work plans aligned to the strategy in collaboration with stakeholders and monitor their implementation;
- (vi) assessing sector financing needs, gaps and laying out strategies for bridging the financing gaps;
- (vii) exploring and pursuing opportunities for private financing in the sector through innovative Public Private Partnerships for irrigation infrastructure development, management and crop production;
- (viii) developing guidelines and operationalizing an Irrigation fund to support de-risking Public Private Partnerships and promoting blended finance initiatives, in liaison with County government and stakeholders;
- (ix) developing a framework for establishment of partnerships, linkages and collaborations with stakeholders in support of irrigation development and management in the Sector;
- (x) developing and implementing strategies for resources mobilization to support irrigation programmes and projects in the Sector;
- (xi) identifying and assessing blended financing initiatives in liaison with County Governments and other stakeholders;
- (xii) providing input for the MTEF budget process for the Sector;
- (xiii) developing a database for financing options and amounts in the sector;
- (xiv) preparing regular (annual) sector financing reports.
- (xv) providing input in the development of a framework for monitoring, evaluation and reporting on the implementation of the sector plans, reform initiatives programmes and projects in collaboration with key stakeholders;
- (xvi) developing and implementing an irrigation and drainage sector monitoring and evaluation system;
- (xvii) operating and maintaining the Irrigation and drainage management information system;
- (xviii) appraising National Irrigation Authority annual performance reports; and
- (xix) compiling various reports for the preparation and publication of the Annual irrigation development Status Report to Parliament, on the status and needs for Irrigation Sector.
- (xx) assessing and analyzing strategic partnerships and collaborations required for implementation of the sector strategy, including with MDACs;

- (xxi) exploring new partnerships, linkages and collaboration opportunities with the aim of creating more partnerships with MDACs, Development partners, institutions and other stakeholders;
- (xxii) preparing reports on partnerships and making appropriate recommendations;
- (xxiii) providing input in bilateral relations and agreements for implementation.

**VACANCIES IN THE MINISTRY OF PUBLIC SERVICE, HUMAN CAPITAL DEVELOPMENT AND SPECIAL PROGRAMMES**

**STATE DEPARTMENT FOR PUBLIC SERVICE AND HUMAN CAPITAL DEVELOPMENT**

**DIRECTOR HUMAN RESOURCE MANAGEMENT AND DEVELOPMENT– TWENTY-ONE (21) POSTS - V/NO. 103/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 155,930 p.m. – 292,490 p.m.</b>	<b>(CSG 5)</b>
<b>House Allowance:</b>	<b>Ksh 52,000 - Ksh 60,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 20,000 p.m.</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service.</b>	
<b>Annual Leave:</b>	<b>30 working days per financial year</b>	
<b>Medical Cover:</b>	<b>As provided by the government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable.</b>	

**For appointment to this grade, a candidate must have:-**

- (i) served for a minimum period of three (3) years in the grade of Deputy Director, Human Resource Management and Development CSG 6, or in comparable and relevant position in the public service;
- (ii) a Bachelors degree in any of the following fields: Human Resource Management/Development, Public/Business Administration, Economics, Education or Social Science from a university recognized in Kenya;

- (iii) a Masters degree in any of the following fields: Human Resource Management/Development, Public/Business Administration, Industrial Relations, Education, Education from a university recognized in Kenya;
- (iv) a Certificate in Leadership course lasting not less four (4) weeks from a recognized institution;
- (v) demonstrate a thorough understanding of national goals, policies and development objectives and ability to transform them into human resource management policies and programmes.

**Duties and Responsibilities**

- (i) planning, organizing, coordination and administering all human resource activities within a Ministry/State Department
- (ii) performing liaison duties with the ministry or state department responsible for human resource management and development, Public Service Commission and ministry responsible for finance;
- (iii) monitoring and implementing human resource management and development policies, rules and regulations;
- (iv) advising the authorized officer on delegated powers;
- (v) institutionalizing performance management including performance appraisal system;
- (vi) maintaining professional human resource management and development standards;
- (vii) advising on succession management/human resource planning and advising on proper utilizing of human resource;
- (viii) advising on career development;
- (ix) development and review of schemes of service;
- (x) advising state agencies under the ministry/state department on general government policies on human resource management and development;
- (xi) interpreting labour laws and other statutes that impact on human resource at the ministry/state department;
- (xii) coordinating the implementation of technical training assistance programmes;
- (xiii) initiating assessment of skill and competency needs;
- (xiv) overseeing preparation of training projections and plans;
- (xv) overseeing the development and maintenance of an up-to-date human resource development database; and
- (xvi) overseeing budgeting, fair allocation and optimal utilization of training resources and opportunities

**DEPUTY DIRECTOR MANAGEMENT CONSULTANCY SERVICES– FIVE (5) POSTS - V/NO. 104/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 113,430- Ksh 185,690 p.m.</b>	<b>(CSG 6)</b>
<b>House Allowance:</b>	<b>Ksh 25,000 p.m. - Ksh 50,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 16,000 p.m</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable</b>	

**For appointment to this grade a candidate must have:-**

- (i) served for a minimum period of three (3) years in the grade of Assistant Director, Management Consultancy Services, CSG 7, or in a comparable and relevant position in the public service;
- (ii) a Bachelors degree in any of the following fields: Human Resource Management, Human Resource Development, Human Resource Planning, Business Administration, Economics/Statistics, Organization Design and Development, Education, Sociology, Anthropology Government/ Political Science, Public Administration or any other relevant Social Science from a university recognized in Kenya;
- (iii) a Certificate in Management Consulting Skills or equivalent qualification from a recognized institution;and
- (iv) demonstrated professional competence and managerial leadership capability as reflected in work performance and results.

**Duties and Responsibilities**

- (i) spearheading consultancy teams undertaking complex assignments in Ministries/Departments and Agencies;
- (ii) undertaking studies to ensure optimum and effective utilization of staff in the Public Service;
- (iii) coordinating the development of staffing norms and modeling for optimal use of human resource;
- (iv) undertaking job analysis and job evaluation in the Public Service;
- (v) designing organizational structures;
- (vi) undertaking focused interventions to support the implementation of broad transformations including merger of Ministries, Departments and Agencies, separation of functions, expansion of functions, re-organization of functions and establishment of new departments;
- (vii) overseeing the preparation of career progression guidelines;
- (viii) following up on implementation of career progression guidelines; and
- (ix) overseeing and identifying areas for research in management consultancy.

**ASSISTANT DIRECTOR COUNSELLING AND WELLNESS– FIVE (5) POSTS - V/NO. 105/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 94,120 - Ksh 142,590 p.m.</b>	<b>(CSG 7)</b>
<b>House Allowance:</b>	<b>Ksh 21,000 p.m. – Ksh 45,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 12,000 p.m</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable</b>	

**For appointment to this grade a candidate must have:-**

- (i) served for a minimum period of three (3) years in the grade of Principal Psychological Counsellor, CSG 8 or in a comparable and relevant position in the Public Service;

- (ii) a Bachelor's Degree in any of the following fields: Counselling, Counselling Psychology, Psychology (Counseling) or an equivalent qualification from a university recognized in Kenya;

**OR**

- Bachelor's Degree in any following fields: Clinical Psychology, Occupational Psychology, Social Psychology, Sociology, Education, Social Work **and** a Diploma in Counseling or equivalent qualification from a recognized institution;
- (iii) a Certificate in Facilitation Course in Psychological Counseling lasting not less than two (2) weeks from a recognized institution;
- (iv) membership to a relevant professional body;
- (v) registration Certificate issued by the Counsellors and Psychologists Board;
- (vi) valid practicing license from the Counselors and Psychologists Board; and
- (vii) demonstrated professional competence and administrative capability as reflected in work performance and results.

### **Duties and Responsibilities**

- (i) undertaking client assessment;
- (ii) developing and administering counseling contract;
- (iii) establishing collaborative working relationships with the client and other stakeholders for effective psychological counseling services;
- (iv) providing individual, group, families and trauma counseling services;
- (v) developing psychological explanation of the client issues;
- (vi) providing counselor supervision to psychological counselors for psychological restoration, support and review of professional and personal development;
- (vii) developing appropriate psychological counseling therapeutic and treatment plan;
- (viii) analyzing and reviewing clients' issues and making appropriate recommendations;
- (ix) referring clients to specialists or other institutions for non-counselling services;
- (x) liaising with other professionals and other stakeholders on psychological counseling issues and information sharing;
- (xi) coordinating psychological counseling programmes and activities;
- (xii) providing psychological counseling and consultancy services;
- (xiii) conducting psychological counseling research;
- (xiv) developing psychological counseling tools, procedures and standards operating procedures;
- (xv) maintaining psychological counseling data and records; and
- (xvi) preparing psychological counseling reports

## **VACANCIES IN THE MINISTRY OF EDUCATION**

### **STATE DEPARTMENT FOR TECHNICAL, VOCATIONAL EDUCATION AND TRAINING**

**SECRETARY, TECHNICAL, VOCATIONAL EDUCATION AND TRAINING (TVET) – TWO (2) POSTS -- V/NO. 106/2026 (*Tutors Management Services 1-post & Technical Training Skills Development- 1 post*)**

**Basic Salary Scale:                      Ksh 182,890 p.m. – 365,880 p.m.                      (CSG 4)**

House Allowance:	Ksh 80,000p.m.
Commuter Allowance:	Ksh 24,000 p.m.
Leave Allowance:	As provided in the Civil Service.
Annual Leave:	30 working days per financial year
Medical Cover:	As provided by the government
Terms of Service:	Permanent and Pensionable/Local Agreement.

**For appointment to this grade, a candidate must have:-**

- (i) cumulative service period of eighteen (18) years and currently serving in the grade of Director, Vocational and Technical Education, (CSG 5) or in comparable and relevant position in the wider public service;
  - (ii) Kenya National Qualification Framework (KNQF) level seven (7) (Higher National Diploma/Bachelor's degree) in Education or Education Technology from a university recognized in Kenya;
- OR**
- (iii) a KNQF level seven (7)/a Bachelors degree in any of the following disciplines:- Pure/Applied Sciences, Home Economics, Agriculture Economics, Entrepreneurship, Computer Science, Engineering, Building Sciences, Petroleum Studies, Geophysical Sciences, Information and Communication Technology, Textiles/Clothing Technology, Hospitality Management, Business Administration/Management with post graduate diploma in Education/Pedagogy or its equivalent qualification from a university recognized in Kenya;
  - (iv) a KNQF level nine (9)/(Masters degree) in any of the following disciplines: - Education, Education Technology, Pure Applied Science, Business Administration, Project Planning and Management, Policy Planning, Entrepreneurship, Computer Science, Engineering Built Environment, Information and Communication Technology, Textiles/Clothing Technology, Hospitality Management or its equivalent qualification from a university recognized in Kenya;
  - (v) a Certificate in Leadership course lasting not less than four (4) weeks from a recognized institution;
  - (vi) good understanding of National and International trends and Policies in Technical Training Function; and
  - (vii) conversant with the current trends in Technical Vocational Education and Training.

**Duties and Responsibilities**

The Secretary TVET, will be responsible to the Principal Secretary for the overall coordination of the function of Tutors Management Services, or Technical Training Skills Development Directorates. Duties and responsibilities will include; -

**At Tutors Management Services**

- (i) advising and reviewing the standards of education and training for persons joining the trainer management service;
- (ii) developing, implementing and reviewing induction, training and professional development of Vocational and Technical Trainers;
- (iii) advising on deployment and transfer of Vocational and Technical Trainers and institutional administrators of public TVET institutions;

- (iv) developing, implementing and reviewing master plan on Vocational and Technical Trainers' industrial attachment, linkages and continuous professional development for TVET Trainers;
- (v) maintaining data on Vocational and Technical Trainers performance management in public TVET institutions;
- (vi) advising on Curriculum Based Establishment (CBE) and workload for Vocational and Technical Trainers;
- (vii) maintaining a national register and database for Vocational and Technical Trainers;
- (viii) managing Vocational and Technical Trainers support services (guidance and Counselling) and psychosocial support;
- (ix) developing and implementing guidelines on Trainer- Trainee ratio, Trainer workload and Trainer-Trainee contact hours;
- (x) coordinating and designing implementation and reviewing capacity building programmers for Vocational and Technical Trainers;
- (xi) advising on Vocational and Technical Trainers delivery capacity;
- (xii) coordinating staff development, training needs and impact assessment for Vocational and Technical Trainers; and
- (xiii) advising on disciplinary control of Vocational and Technical Trainers in public TVET Institutions.

#### **AT Technical Training Skills Development**

- (i) overseeing the formulation, coordination and review of National Technical Training Policies and Strategies;
- (ii) overseeing the implementation of the National Technical Training Policies, Strategies and Guidelines;
- (iii) providing policy and strategic direction for the growth of the technical training;
- (iv) planning for development of technical training in Kenya;
- (v) promoting Science, Technology, Research and Innovation in technical training;
- (vi) building capacity of technical training officers;
- (vii) coordinating resource mobilization and allocation for development of the technical sector;
- (viii) promoting technical training co-curricular and promotional activities;
- (ix) fostering strategic collaborations, linkages, partnerships and agreements in technical training;
- (x) promoting entrepreneurship and industrial incubation in technical trainings.
- (xi) coordinating the promotion of entrepreneurial culture in the technical training-system;
- (xii) overseeing monitoring and evaluating technical training programmes and projects; and
- (xiii) coordinating performance management in the Directorate

### **VACANCIES IN THE MINISTRY OF FOREIGN AND DIASPORA AFFAIRS**

#### **STATE DEPARTMENT FOR FOREIGN AFFAIRS**

**ASSISTANT DIRECTOR, FOREIGN SERVICE– TWENTY-THREE (23) POSTS – V/NO. 107/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 92,030 - Ksh 133,410 p.m.</b>	<b>(CSG 7)</b>
<b>House Allowance:</b>	<b>Ksh 45,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 12,000 p.m.</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and pensionable</b>	

**For appointment to this grade, a candidate must have: -**

- (i) cumulative service period of eight (8) years, and currently serving at the grade of Principal, Foreign Service Officer, CSG 8, or in a comparable and relevant position in the public service;
- (ii) a Bachelors Degree from a university recognized in Kenya;
- (iii) demonstrated professional competence, and managerial/administrative skills;
- (iv) been a team player, results-oriented, innovative, and committed to continuous learning;
- (v) effective negotiation, analytical, and communication skills;
- (vi) a clear understanding of Kenya's Foreign Policy and other key national policies, objectives, and strategies, including the role of Foreign Service in the achievement of the National Development Goals; and
- (vii) demonstrated respect for national values and principles of governance.

**Duties and Responsibilities**

An officer at this level will be deployed in either Ministry Headquarters or Kenyan Mission.

**At Ministry Headquarters**

An officer at this level will be deployed as a Section Head of a Directorate. Duties and responsibilities will include:-

- (i) coordinating and supervising the work in the Section;
- (ii) researching emerging international events and recommending appropriate policy interventions;
- (iii) preparing of Kenya's position for bilateral and multilateral negotiations, meetings, and conferences;
- (iv) analyzing and initiating implementation of recommendations from reports of international meetings, conferences, and Kenya Missions;
- (v) networking with Ministries, Departments, inter-governmental organizations, and diplomatic missions accredited to Kenya;
- (vi) tracking and maintaining a database on vacancies in international and intergovernmental organizations;
- (vii) coordinating provision of protocol services;
- (viii) coordinating development of performance targets, annual work plans, budgets, and performance reporting for the Directorate; and
- (ix) supervising, mentoring, and guiding staff

**At a Kenyan Mission**

At a Kenya Mission, an officer at this level may be deployed as the Head of Chancery, responsible to the Head of Mission. Duties and responsibilities will include:

- (i) providing administrative support services and financial oversight at the Mission;

- (ii) monitoring and analyzing political, economic, and social developments in the host country and preparing reports;
- (iii) projecting, promoting, interpreting, and defending Kenya's foreign policy;
- (iv) coordinating Kenya's participation in bilateral and multilateral negotiations, meetings, and conferences;
- (v) coordinating trade, cultural, diaspora, and public diplomacy activities to promote Kenya's interests;
- (vi) organizing official functions and programmes for Kenyan delegations and dignitaries;
- (vii) coordinating consular and protocol services;
- (viii) preparing briefs, statements, diplomatic notes, and official communications;
- (ix) coordinating preparation of annual work plans, budgets, procurement plans, and performance reports for the Mission;
- (x) supervising, mentoring, and developing staff in the Mission; and
- (xi) chairing and/or member of Mission's functional committees

## STATE DEPARTMENT FOR DIASPORA AFFAIRS

### ASSISTANT DIRECTOR, FOREIGN SERVICE – FOUR (4) POSTS - V/NO. 108/2026

<b>Basic Salary Scale:</b>	<b>Ksh 94,120 - Ksh 142,590 p.m.</b>	<b>(CSG 7)</b>
<b>House Allowance:</b>	<b>Ksh 21,000 - Ksh 45,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 12,000 p.m.</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and pensionable</b>	

**For appointment to this grade a candidate must have: -**

- (i) served for a minimum period of three (3) years in the grade of Principal Foreign Service Officer, CSG 8, or in comparable and relevant positions in the wider Public Service;
- (ii) a Bachelors Degree from a university recognized in Kenya;
- (iii) demonstrated outstanding professional competence, effective leadership and managerial/ administrative skills;
- (iv) been visionary, a team player, result oriented, innovative and committed to continuous learning;
- (v) effective negotiation, analytical and communication skills;

- (vi) clear understanding of Kenya's Foreign Policy, Diaspora Policy and other key national policies, objectives and strategies; and
- (vii) demonstrated respect for national values and principles of governance.

**Note: Having experience living/working in the Diaspora will be an added advantage.**

### **Duties and Responsibilities**

An officer at this level will be responsible to the Deputy Director, Foreign Service for the following duties and responsibilities: -

- (i) promoting continuous dialogue with Kenyans in Diaspora;
- (ii) developing and maintaining an integrated database of Kenyans in diaspora for decision making and service delivery;
- (iii) coordinating the implementation of reports on Diaspora policy matters;
- (iv) facilitating employment of Kenyan nationals abroad;
- (v) networking with relevant stakeholders on diaspora matters and provision of incentive for savings, investments and entrepreneurship for the Kenyan Diaspora;
- (vi) facilitating the integration of Kenyan Diaspora into National Development;
- (vii) championing the protection of Kenya's Diaspora Rights and Welfare; and
- (viii) facilitating the evacuation of Kenyans in distress due to war, conflict or disasters.

## VACANCIES IN THE EXECUTIVE OFFICE OF THE PRESIDENT

### **INSPECTOR GENERAL (CORPORATIONS) – ONE (1) POST - V/NO. 109/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 185,690 p.m. – 396,130 p.m.</b>	<b>(CSG 4)</b>
<b>House Allowance:</b>	<b>Ksh 80,000p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 24,000 p.m.</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service.</b>	
<b>Annual Leave:</b>	<b>30 working days per financial year</b>	
<b>Medical Cover:</b>	<b>As provided by the government</b>	
<b>Terms of Service:</b>	<b>Five (5) years Contract renewable once subject to satisfactory performance</b>	

**For appointment to this grade, a candidate must have:-**

- (i) cumulative service period of eighteen (18) years preferably with exposure to policy implementation and performance management in a senior position in the public sector;
- (ii) a Bachelors degree in any of the following disciplines: Economics, Statistics, Commerce (Finance, Accounting, Auditing, Business Administration or Marketing), Public Administration, Human Resource Management, Law or related field from a university recognized in Kenya;
- (iii) a Masters degree in any of the following disciplines: Economics, Statistics, Commerce (Finance, Accounting, Auditing, Business Administration or

- Marketing), Public Administration, Human Resource Management, Law or related field from a university recognized in Kenya;
- (iv) a Certificate in Leadership course lasting not less than four (4) weeks from a recognized institution;
  - (v) demonstrated managerial, administrative and professional competence and a thorough understanding of national goals, national priorities, policies and objectives.

### **Duties and Responsibilities**

The Inspector General (Corporations) is responsible for advising the Government on all matters that affect the effective operations and governance of State Corporations. He/she is mandated to report periodically to the relevant arms of government and is answerable to the Principal Administrative Secretary. Duties and responsibilities will include: -

- (i) monitoring and evaluation of the overall performance of state corporations;
- (ii) ensuring state corporations operate efficiently, effectively, and in line with government policies;
- (iii) investigating mismanagement, inefficiency, or abuse of office within state corporations;
- (iv) ensuring that all State Corporations comply with the State Corporations Act, Public Finance Management Act, and other relevant laws and regulations;
- (v) checking adherence to corporate governance standards and government circulars or directives;
- (vi) verifying that boards and management act within their approved mandates and budgets;
- (vii) advising the President and the Government on matters relating to the management, performance, and operations of state corporations;
- (viii) recommending measures to improve governance, financial control, and service delivery within parastatals;
- (ix) advising on restructuring, mergers, or dissolution of underperforming or redundant corporations;
- (x) conducting special investigations and inspections into the affairs of any state corporation where malpractice, inefficiency, or corruption is suspected;
- (xi) examining accounts, records, and management practices to ensure transparency and accountability;
- (xii) submitting investigation reports and recommendations to the relevant authorities, including the President or Cabinet Secretaries;
- (xiii) facilitating training and guidance for boards and management of state corporations on best practices in governance and performance management;
- (xiv) developing performance contracts and evaluation mechanisms to assess how well corporations meet their objectives;
- (xv) coordinating the relationship between state corporations and their parent ministries or authorities; and
- (xvi) coordinating harmonization of policies and avoid duplication of functions among state corporations.

**SECRETARY, FISHERIES AND BLUE ECONOMY – TWO (2) POSTS – V/NO. 110/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 185,690 p.m. – 396,130 p.m.</b>	<b>(CSG 4)</b>
<b>House Allowance:</b>	<b>Ksh 80,000p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 24,000 p.m.</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service.</b>	
<b>Annual Leave:</b>	<b>30 working days per financial year</b>	
<b>Medical Cover:</b>	<b>As provided by the government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable/Local Agreement</b>	

**For appointment to this grade, a candidate must have:**

- (i) cumulative service period of (18) years, three (3) of which must have been in the grade of Deputy Director Fisheries, CSG 6 and above or in comparable and relevant position in the public service;
- (ii) a Bachelors degree in any of the following fields:-Fisheries Science; Applied Aquatic Sciences; Fisheries and Aquaculture Technology; Biology; Zoology; Botany; Biochemistry; Biotechnology ;Marine and Coastal Fisheries Management and Development; Marine Engineering; Environmental Engineering; Natural Resources Management; Conservation Biology and Resource Development; Geology; Hydrology; Environmental Sciences; Sociology; Food Science and Technology; Tourism; Wildlife; Energy; Remote Sensing; Spatial Planning; Land Economics; Geophysics; Oceanography; Chemistry or any other equivalent and relevant qualifications from a recognized university in Kenya;
- (iii) a Masters degree in any of the following fields:-Fisheries Science; Fisheries Management; Hydrology; Applied Aquatic Sciences; Fisheries and Aquaculture Technology; Marine and Coastal Fisheries Management and Development; Marine Engineering; Environmental Engineering; Natural Resources Management; Conservation Biology and Resource Development; Environmental Sciences; Food Science and Technology; Oceanography; or any other equivalent and relevant qualifications from a recognized university in Kenya;
- (iv) a Certificate in Leadership course lasting not less than four (4) weeks from a recognized institution;
- (v) acquired wide experience in all aspects of fisheries management, development of policies and fully conversant with the fisheries act and all relevant national and international instruments;
- (vi) clear understanding of national, regional, continental and international development goals, policies, strategies and instruments and ability to link them to sustainability;
- (vii) demonstrated ability in conflict resolution; and
- (viii) experience in mobilizing and managing resources.

**Duties and Responsibilities**

The Officer will be deployed either as Secretary, Blue Economy Development or Secretary, Fisheries.

**The Secretary, Blue Economy Development**

The Secretary, Blue Economy Development will be responsible to the Principal Secretary for the overall coordination and management of the Blue Economy Development function. Duties and responsibilities at this level will include:

- (i) coordinating the planning of overall development, review and implementation of policy, strategies, legal, regulatory and institutional framework for blue economy;
- (ii) spearheading stakeholders' engagement and partnerships in management of the blue economy resources;
- (iii) overseeing capacity building for sustainable exploitation of the blue economy resources;
- (iv) coordinating institutions for dispute resolution on the blue economy resource base conflicts;
- (v) coordinating matters of regional and international blue economy protocols, conventions, declarations and standards for shared blue economy resources;
- (vi) providing leadership in collaborative policy research on blue economy;
- (vii) overseeing the protection of aquatic ecosystems and marine resources in Exclusive Economic Zones;
- (viii) coordinating inter-governmental relations nationally and internationally in blue economy development;
- (ix) coordinating mobilization of resources and implementation of programmes, projects for the blue economy development;
- (x) overseeing the development and maintenance of blue economy database and knowledge management; and
- (xi) coordinating formulation, implementation and monitor performance contracts for the technical directorates.

### **The Secretary Fisheries**

The Secretary Fisheries will be responsible to the Principal Secretary. The duties and responsibilities will include: -

- (i) spearheading development, implementation and review of policies, legal, strategies, regulatory and institutional framework for development and management of fisheries and aquaculture to ensure food and nutrition security;
- (ii) overseeing matters of regional and international fisheries protocols, conventions, declarations and standards for shared fisheries and aquaculture resources and migratory fish stocks;
- (iii) spearheading the development of fisheries and aquaculture related infrastructure;
- (iv) overseeing the development of spatial plans for inland fisheries and aquaculture development;
- (v) coordinating stakeholders' engagement and partnerships in management of fisheries resources and national aquaculture development;
- (vi) supporting capacity building for sustainable exploitation of fisheries and aquaculture development;
- (vii) providing oversight in the approval of fishing and processing licenses and levies;
- (viii) providing guidance on dispute resolution on fisheries and aquaculture resource use conflicts;
- (ix) spearheading the promotion of Kenya as a Centre for Aquaculture Excellence;
- (x) overseeing collaborative research on fisheries and aquaculture development;
- (xi) coordinating resource mobilization and supervise implementation of fisheries and aquaculture management and development;

- (xii) ensuring the development and maintenance of fisheries and aquaculture database, knowledge management, sharing and streamlined dissemination of information; and  
coordinating formulation, implementation and monitoring of performance contracts for the Directorates

## VACANCIES IN THE OFFICE OF THE PRIME CABINET SECRETARY & MINISTRY OF FOREIGN & DIASPORA AFFAIRS

### STATE DEPARTMENT FOR NATIONAL GOVERNMENT COORDINATION

#### SECRETARY PERFORMANCE MANAGEMENT– ONE (1) POST- V/NO. 111/2026

Basic Salary Scale:	Ksh 185,690 p.m. – 396,130 p.m.	(CSG 4)
House Allowance:	Ksh 80,000p.m.	
Commuter Allowance:	Ksh 24,000 p.m	
Leave Allowance:	As provided in the Civil Service.	
Annual Leave:	30 working days per financial year	
Medical Cover:	As provided by the government	
Terms of Service:	Permanent and Pensionable/Local Agreement.	

#### For appointment to this grade, a candidate must have: -

- (i) served for a minimum service period of three (3) years in the grade of Director, Performance Management, CSG 5 or in a comparable and relevant position in the public service;
- (ii) a Bachelors degree in any of the following fields:- Economics, Statistics, Mathematics, Economics and Finance, Human Resource Management, Business Administration, Education, Public Policy or any other equivalent qualification from a university recognized in Kenya;
- (iii) a Masters degree in any of the following fields:-Economics, Statistics, Economic Policy Management, Mathematics, Monitoring and Evaluation, Human Resource Management, Education, Business Administration, Public Policy or any other equivalent qualification from a university recognized in Kenya;
- (iv) a Certificate in Leadership Course lasting not less than four (4)weeks from a recognized institution;
- (v) demonstrated professional competence and managerial capability as reflected in work performance and results; and
- (vi) demonstrated a clear understanding of National development policies, goals and objectives and ability to integrate them into the Performance Management Function.

#### Duties and Responsibilities

- (i) overseeing the development, implementation and review of policies, regulations, statutes, frameworks and operational guidelines on Performance Management in the Public Service;
- (ii) ensuring effective capacity building on Performance Management of Ministries, Departments, Agencies and Counties (MDACs);

- (iii) overseeing moderation through vetting of Performance Contracts for MDACs to ensure that they are in line with Performance Contracting Guidelines;
- (iv) coordinating development and review of norms and standards in performance Management through quality control;
- (v) facilitating research, development and consultancy on Performance Management;
- (vi) overseeing the monitoring, evaluation and reporting on implementation of Performance Contracts by MDACs;
- (vii) overseeing the dissemination of information on Performance Management and research findings;
- (viii) approving and signing bi-annual and annual reports on implementation of Performance Contracts in the Public Service;
- (ix) ensuring compliance with norms and standards in Performance Management through quality control;
- (x) collaborating with relevant national, regional and international entities to promote adoption and implementation of best practices in Performance Management;
- (xi) promoting citizen engagement in implementation of Performance Management in the Public Service;
- (xii) advising National and County Governments on enabling legal and institutional frameworks to enable institutionalization of Performance Management in the Public Service;
- (xiii) overseeing the preparation, publishing and public release of annual performance evaluation report;
- (xiv) ensuring establishment and operationalization of an information and knowledge management platform to support Performance Management;
- (xv) overseeing dissemination of information pertaining to customer satisfaction survey reports to relevant institutions;
- (xvi) establishing mechanisms for networking, collaborations and information sharing amongst Performance Contract Coordinators in MDACs;
- (xvii) overseeing the development and implementation of the Directorate's work plans, budgets, performance contracts and staff performance appraisal;
- (xviii) ensuring compliance with principles of good governance, transparency, accountability, ethics and integrity in the Directorate;
- (xix) overseeing financial and assets management issues of the Directorate; and
- (xx) overall management and development of staff in the Directorate.

**DIRECTOR PERFORMANCE MANAGEMENT– ONE (1) POST - V/NO. 112/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 155,930 p.m. – 292,490 p.m.</b>	<b>(CSG 5)</b>
<b>House Allowance:</b>	<b>Ksh 52,000 - Ksh 60,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 20,000 p.m.</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service.</b>	
<b>Annual Leave:</b>	<b>30 working days per financial year</b>	
<b>Medical Cover:</b>	<b>As provided by the government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable.</b>	

**For appointment to this grade, a candidate must have: -**

- (i) minimum service period of three (3) years in the grade of Deputy Director, Performance Management, CSG 6 or in a comparable and relevant position in the wider public service;
- (ii) a Bachelors degree in any of the following fields:- Economics, Statistics, Mathematics, Economics and Finance, Human Resource Management, Business Administration, Education, Public Policy or any other equivalent qualification from a university recognized in Kenya;
- (iii) a Masters degree in any of the following fields:- Economics, Statistics, Economic Policy Management, Mathematics, Monitoring and Evaluation, Human Resource Management, Education, Business Administration, Public Policy or any other equivalent qualification from a university recognized in Kenya;
- (iv) a Certificate in Leadership Course lasting not less than four (4)weeks from a recognized institution;
- (v) demonstrated professional competence and managerial capability as reflected in work performance and results;and
- (vi) demonstrated a clear understanding of National development policies, goals and objectives,and ability to integrate them into the Public Service Performance Management Function.

#### **Duties and Responsibilities**

- (i) coordinating the development, implementation and review of policies, regulations, statutes, frameworks and operational guidelines on Performance Management in the Public Service;
- (ii) providing technical support on Performance Management to Ministries, Departments, Agencies and Counties (MDACs);
- (iii) coordinating the development, validation and review of Performance Management tools;
- (iv) coordinating capacity building on Performance Management for MDACs;
- (v) developing and reviewing norms and standards in Performance Management through quality control;
- (vi) coordinating vetting of Performance contracts for MDACs to ensure they are in line with the Performance Contracting guidelines;
- (vii) coordinating research and consultancy on Performance Management;
- (viii) coordinating the monitoring, evaluation and reporting on implementation of Performance Contracts by MDACs;
- (ix) overseeing the dissemination of information on Performance Management;
- (x) coordinating the compilation of bi-annual and annual reports on implementation of Performance Contracts in the Public Service;
- (xi) collaborating with relevant national, regional and international entities to promote adoption and implementation of best practices in Performance Management;
- (xii) promoting citizen engagement in monitoring implementation of Performance eContracting in the Public Service;
- (xiii) advising National and County Governments on enabling legal and institutional frameworks to enable institutionalization of Performance Management in the Public Service;
- (xiv) coordinating the preparation of annual performance evaluation report for publication;

- (xv) ensuring establishment and operationalization of an information and knowledge management platform to support Performance Management;
- (xvi) overseeing stakeholders' for a for validation of Customer Satisfaction Survey Reports;
- (xvii) spearheading the development and implementation of the Division's work plans, budgets, performance contracts and staff performance appraisal;
- (xviii) ensuring compliance with principles of good governance, transparency, accountability, ethics and integrity; and
- (xix) managing and developing staff in the Division

**DEPUTY DIRECTOR PERFORMANCE MANAGEMENT– ONE (1) POST - V/NO. 113/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 113,430- Ksh 185,690 p.m.</b>	<b>(CSG 6)</b>
<b>House Allowance:</b>	<b>Ksh 25,000 p.m. - Ksh 50,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 16,000 p.m</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable</b>	

**For appointment to this grade, a candidate must have:-**

- (i) served for a minimum service period of three (3) years in the grade of Assistant Director, Performance Management, CSG 7 or in a comparable and relevant position in the wider public service;
- (ii) a Bachelor's degree in any of the following fields:- Economics, Statistics, Mathematics, Economics and Finance, Human Resource Management, Business Administration, Education, Public Policy or any other equivalent qualification from a university recognized in Kenya; and
- (iii) demonstrated professional competence, merit, ability and administrative capability as reflected in work performance and results.

**Duties and Responsibilities**

- (i) overseeing the development, implementation and review of policies, regulations, statutes, frameworks and operational guidelines on Performance Management in the Public Service;
- (ii) ensuring effective capacity building on Performance Management of Ministries, Departments, Agencies and Counties (MDACs);
- (iii) overseeing moderation through vetting of Performance Contracts for MDACs to ensure that they are in line with Performance Contracting Guidelines;
- (iv) coordinating development and review of norms and standards in performance Management through quality control;
- (v) facilitating research, development and consultancy on Performance Management;
- (vi) overseeing the monitoring, evaluation and reporting on implementation of Performance Contracts by MDACs;
- (vii) overseeing the dissemination of information on Performance Management and research findings;

- (viii) approving and signing bi-annual and annual reports on implementation of Performance Contracts in the Public Service;
- (ix) ensuring compliance with norms and standards in Performance Management through quality control;
- (x) collaborating with relevant national, regional and international entities to promote adoption and implementation of best practices in Performance Management;
- (xi) promoting citizen engagement in implementation of Performance Management in the Public Service;
- (xii) advising National and County Governments on enabling legal and institutional frameworks to enable institutionalization of Performance Management in the Public Service;
- (xiii) overseeing the preparation, publishing and public release of annual performance evaluation report;
- (xiv) ensuring establishment and operationalization of an information and knowledge management platform to support Performance Management;
- (xv) overseeing dissemination of information pertaining to customer satisfaction survey reports to relevant institutions;
- (xvi) establishing mechanisms for networking, collaborations and information sharing amongst Performance Contract Coordinators in MDACs;
- (xvii) overseeing the development and implementation of the Directorate's work plans, budgets, performance contracts and staff performance appraisal;
- (xviii) ensuring compliance with principles of good governance, transparency, accountability, ethics and integrity in the Directorate;

**ASSISTANT DIRECTOR PERFORMANCE MANAGEMENT– ONE (1) POST - V/NO. 114/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 94,120 - Ksh 142,590 p.m.</b>	<b>(CSG 7)</b>
<b>House Allowance:</b>	<b>Ksh 21,000 p.m. – Ksh 45,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 12,000 p.m</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable</b>	

**For appointment to this grade a candidate must have:-**

- (i) served for a minimum period of three (3) years in the grade of Principal, Performance Management, CSG 8 or in a comparable and relevant position in the wider public service;
- (ii) a Bachelors degree in any of the following fields:- Economics, Statistics, Mathematics, Economics and Finance, Human Resource Management, Business Administration, Education, Public Policy or any other equivalent qualification from a university recognized in Kenya;
- (iii) met the requirement of Chapter Six of the Constitution; and

- (iv) demonstrated professional competence, merit and ability as reflected in work performance and results.

### **Duties and Responsibilities**

- (i) implementing policies, regulations, statutes, frameworks and operational guidelines on Performance Management in the Public Service;
- (ii) preparing policy briefs on Performance Management in the Public Service;
- (iii) providing technical support on Performance Management to Ministries, Departments, Agencies and Counties (MDACs);
- (iv) developing Performance Management tools;
- (v) undertaking capacity building on Performance management for MDACs;
- (vi) ensuring compliance with norms and standards in Performance Management through quality control;
- (vii) vetting Performance Contracts for MDACs to ensure they are in line with the Performance Contracting Guidelines;
- (viii) undertaking research and consultancy on Performance Management;
- (ix) monitoring, evaluating and reporting on implementation of Performance Contracts by MDACs;
- (x) disseminating information on Performance Management;
- (xi) compiling bi-annual and annual reports on implementation of Performance Contracts in the Public Service;
- (xii) liaising with relevant national entities to promote adoption and implementation of best practices in Performance Management;
- (xiii) undertaking Customer Satisfaction Survey on level of satisfaction with Government services and generating draft report;
- (xiv) coordinating the development and update of inventory of Public Service institutions on Performance Contracts;and
- (xv) operationalizing the information and knowledge management platform to support Performance Management.

## **B. ENTRY LEVEL POSITIONS**

### **VACANCIES IN THE MINISTRY OF INVESTMENTS, TRADE AND INDUSTRY**

#### **STATE DEPARTMENT FOR TRADE**

#### **WEIGHTS AND MEASURES OFFICER II – TWENTY-FOUR (24) POSTS - V/NO. 115/2026**

Basic Salary Scale:	Ksh 36,200 p.m – Ksh 47,900 p.m.	(CSG 11)
House Allowance:	Ksh 5,800 p.m. – Ksh 10,000 p.m.	
Commuter Allowance:	Ksh 4,000 p.m.	
Leave allowance:	As provided in the Civil Service	
Annual Leave:	30 working days per financial year	
Medical Cover:	As provided by the government	
Terms of Service:	Permanent and Pensionable	

**For appointment to this grade, a candidate must have** a Bachelors degree in any of the following disciplines: Physics, Mathematics, Legal Metrology, Information Communication Technology, or equivalent qualification from a university recognized in Kenya.

#### **Duties and Responsibilities**

This is the entry and training grade for this cadre. An officer at this level will work under the guidance of a senior officer. Duties and responsibilities will include: -

- (i) testing and stamping mechanical and electronic weighing equipment;
- (ii) collecting data on verified equipment at traders' premises, stamping stations and verification office;
- (iii) sampling pre-packaged goods for quantitative analysis;
- (iv) preparing testing equipment for inspection and investigation purposes;
- (v) preparing weighing and measuring equipment during trade fairs and exhibitions; and
- (vi) giving evidence in court on cases arising from infringement of the Weights and Measures Act (Cap 513) and Trade Descriptions Act (Cap 505).

#### **TRADE DEVELOPMENT OFFICER II – SIXTY-SIX (66) POSTS- V/NO. 116/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 36,200 p.m – Ksh 47,900 p.m.</b>	<b>(CSG 11)</b>
<b>House Allowance:</b>	<b>Ksh 5,800 p.m. – Ksh 10,000 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 4,000 p.m.</b>	
<b>Leave allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days per financial year</b>	
<b>Medical Cover:</b>	<b>As provided by the government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable</b>	

**For appointment to this grade, a candidate must have** a Bachelors degree in any of the following disciplines: Commerce, Marketing, Business Administration, Business Management, Entrepreneurship or International Trade/Business/Relations or equivalent qualification from a university recognized in Kenya.

#### **Duties and Responsibilities**

This is the entry and training grade for this cadre. An officer at this level will work under the guidance of a senior officer. Duties and responsibilities will include: -

- (i) collecting and compiling economic and trade related data;
- (ii) disseminating trade information to the business community; and

- (iii) facilitating international trade promotion activities through trade fairs and exhibitions.

## VACANCIES IN THE MINISTRY OF COOPERATIVES AND MICRO, SMALL AND MEDIUM ENTERPRISES (MSMES) DEVELOPMENT

### STATE DEPARTMENT FOR COOPERATIVES

#### CO-OPERATIVE AUDITOR II – SIX (6) POSTS - V/NO. 117/2026

Basic Salary Scale:	Ksh 36,200 p.m – Ksh 47,900 p.m.	(CSG 11)
House Allowance:	Ksh 5,800 p.m. – Ksh 10,000 p.m.	
Commuter Allowance:	Ksh 4,000 p.m.	
Leave allowance:	As provided in the Civil Service	
Annual Leave:	30 working days per financial year	
Medical Cover:	As provided by the government	
Terms of Service:	Permanent and Pensionable	

For appointment to this grade, a candidate must have a Bachelors degree in any of the following disciplines: Cooperative Audit, Accounting, Finance, Commerce (Accounting/Finance Option), Business Administration (Accounting/Finance Option), or any relevant and equivalent qualification from a university recognized in Kenya;

#### Duties and Responsibilities

This is the entry and training grade for this cadre. An officer at this level will work under the guidance of a senior officer. Duties and responsibilities will include: -

- (i) checking arithmetic accuracy of societies financial statements, figures and supporting schedules;
- (ii) compiling data on periodic financial returns, estimates of income and expenditure, assets and liabilities;
- (iii) receiving and recording applications for registration of auditors;
- (iv) collecting and collating data on societies financial statement, income expenditure, assets and liabilities;
- (v) updating of audited accounts movement registers to ensure timely processing of audited accounts; and
- (vi) dispatching of audited accounts

#### CO-OPERATIVE OFFICER II – FOURTEEN (14) POSTS- V/NO. 118/2026

Basic Salary Scale:	Ksh 36,200 p.m – Ksh 47,900 p.m.	(CSG 11)
House Allowance:	Ksh 5,800 p.m. – Ksh 10,000 p.m.	
Commuter Allowance:	Ksh 4,000 p.m.	
Leave allowance:	As provided in the Civil Service	
Annual Leave:	30 working days per financial year	
Medical Cover:	As provided by the government	
Terms of Service:	Permanent and Pensionable	

**For appointment to this grade, a candidate must have** a Bachelors degree in any of the following disciplines: - Cooperative Business, Cooperative Management, Cooperative and Community Development, Commerce, Entrepreneurship, Finance, Agribusiness or its equivalent qualifications from a university recognized in Kenya;

### **Duties and Responsibilities**

This is the entry and training grade for this cadre. An officer at this level will work under the guidance of a senior officer. Duties and responsibilities will include: -

- (i) collecting, collating and compiling Cooperatives data;
- (ii) verifying documents for: Registration/ applications of new cooperative; amendment of by-laws; name searches; borrowing powers; indemnities charges and debentures; and remittances;
- (iii) compiling cooperatives annual returns;
- (iv) issuing and receiving wealth declaration forms from cooperative officials;
- (v) supporting implementations of Cooperative development programmes and projects; and
- (vi) disseminating cooperative policies, guidelines and standards.

### **ASSISTANT CO-OPERATIVE OFFICER III – NINETEEN (19) POSTS- V/NO. 119/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 30,400 p.m – Ksh 38,880 p.m.</b>	<b>(CSG 12)</b>
<b>House Allowance:</b>	<b>Ksh 3,850 p.m. – Ksh 6,750 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 4,000 p.m.</b>	
<b>Leave allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days per financial year</b>	
<b>Medical Cover:</b>	<b>As provided by the government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable</b>	

**For appointment to this grade, a candidate must have** a Diploma in any of the following disciplines; - Co-operative Management, Marketing, Entrepreneurship or its equivalent qualification from a recognized institution

### **Duties and Responsibilities**

This is the entry and training grade for this cadre. An officer at this level will work under the guidance of a senior officer. Duties and responsibilities will include: -

- (i) collecting and collating cooperative data;
- (ii) verifying registration/ application documents;

- (iii) carrying out pre-cooperative training for federations; and
- (iv) disseminating and implementing cooperative policies, guidelines and standards.

## VACANCIES IN THE MINISTRY OF INFORMATION, COMMUNICATIONS AND THE DIGITAL ECONOMY

### STATE DEPARTMENT FOR BROADCASTING AND TELECOMMUNICATIONS

#### **INFORMATION OFFICER II – TWENTY (20) POSTS - V/NO. 120/2026**

<b>Basic Salary Scale:</b>	Ksh 36,200 p.m – Ksh 47,900 p.m.	<b>(CSG 11)</b>
<b>House Allowance:</b>	Ksh 5,800 p.m. – Ksh 10,000 p.m.	
<b>Commuter Allowance:</b>	Ksh 4,000 p.m.	
<b>Leave allowance:</b>	As provided in the Civil Service	
<b>Annual Leave:</b>	30 working days per financial year	
<b>Medical Cover:</b>	As provided by the government	
<b>Terms of Service:</b>	Permanent and Pensionable	

**For appointment to this grade, a candidate must have:-**

a Bachelors Degree in any of the following disciplines:- Mass Communication, Journalism, Public Relations, Communication Studies, Media Studies, Photojournalism from a university recognized in Kenya;

**OR**

a Bachelors Degree in Social Science with a Postgraduate Diploma in Photojournalism, Mass Communication, Journalism, Public Relations, Communication Studies, Media Studies from a recognised institution; and

**Note: Possession of the following will be an added advantage:**

- (i) excellent oral and written communication skills;
- (ii) multimedia communication skills;
- (iii) an understanding of Artificial Intelligence;
- (iv) social media management skills.

#### **Duties and Responsibilities**

This will be the entry and training grade for this cadre. Duties and responsibilities at this level will include: -

- (i) gathering, writing, verifying, translating and editing news, information and features; uploading content onto Kenya News Agency website and Information Resource Centres; and
- (ii) managing information gathering and dissemination systems.

#### **PUBLIC COMMUNICATION OFFICER II – EIGHTEEN (18) POSTS - V/NO. 121/2026**

<b>Basic Salary Scale:</b>	Ksh 36,200 p.m – Ksh 47,900 p.m.	<b>(CSG 11)</b>
<b>House Allowance:</b>	Ksh 5,800 p.m. – Ksh 10,000 p.m.	
<b>Commuter Allowance:</b>	Ksh 4,000 p.m.	
<b>Leave allowance:</b>	As provided in the Civil Service	
<b>Annual Leave:</b>	30 working days per financial year	

**Medical Cover:** As provided by the government  
**Terms of Service:** Permanent and Pensionable

**For appointment to this grade, a candidate must have:-**

a Bachelors Degree in any of the following disciplines: - Mass Communication, Public Relations, Communication Studies or Media Studies/Science from a university recognised in Kenya;

**OR**

a Bachelors Degree in Social Science with a Postgraduate Diploma in Mass Communication, Public Relations, Communication Studies or Media Studies/Science from a university recognized in Kenya.

**Note: Possession of the following will be an added advantage:**

- (i) Excellent oral and written communication skills;
- (ii) Multimedia communication skills;
- (iii) An understanding of Artificial Intelligence;
- (iv) Social media management skills.

#### **Duties and Responsibilities**

This will be the entry and training grade for this cadre. Duties and responsibilities will include:-

- (i) assisting in building corporate relations;
- (ii) developing content on topical issues for uploading onto institutional websites, Information Education Communication (IEC) materials and undertaking media monitoring;
- (iii) assisting in the preparation of media reviews, briefs, press releases/statements and supplements;
- (iv) maintaining public relations records and documents; and
- (v) participating in event organization.

**PHOTOJOURNALIST/VIDEOGRAPHER II – TEN (10) POSTS - V/NO. 122/2026**

<b>Basic Salary Scale:</b>	Ksh 36,200 p.m – Ksh 47,900 p.m.	<b>(CSG 11)</b>
<b>House Allowance:</b>	Ksh 5,800 p.m. – Ksh 10,000 p.m.	
<b>Commuter Allowance:</b>	Ksh 4,000 p.m.	
<b>Leave allowance:</b>	As provided in the Civil Service	
<b>Annual Leave:</b>	30 working days per financial year	
<b>Medical Cover:</b>	As provided by the government	
<b>Terms of Service:</b>	Permanent and Pensionable	

**For appointment to this grade, a candidate must have a Bachelors Degree in Photojournalism/Photography from a university recognized in Kenya.**

#### **Duties and Responsibilities**

This will be the entry and training grade for degree holders in this cadre. An officer at this level will work under the guidance of a senior officer. Duties and responsibilities will include:-

- (i) taking and processing of photographs;
- (ii) documenting news, information and features through photography;

- (iii) providing darkroom services;
- (iv) scanning, digitizing photographs and caption writing;
- (v) producing copy negatives;
- (vi) taking portrait photographs; and
- (vii) enlarging photographs and mounting them for exhibitions.

### **INFORMATION ASSISTANT III – THIRTY (30) POSTS - V/NO. 123/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 30,400 p.m – Ksh 38,880 p.m.</b>	<b>(CSG 12)</b>
<b>House Allowance:</b>	<b>Ksh 3,850 p.m. – Ksh 6,750 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 4,000 p.m.</b>	
<b>Leave allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days per financial year</b>	
<b>Medical Cover:</b>	<b>As provided by the government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable</b>	

**For appointment to this grade, a candidate must have a Diploma in any of the following Social Sciences: Photojournalism, Mass Communication, Journalism, Public Relations, Communication Studies or Media Studies/Science from a recognized institution.**

#### **Duties and Responsibilities**

This will be the entry and training grade for Information Assistants. Duties and responsibilities will include:-

- (i) gathering, writing, dispatching news, information and features;
- (ii) managing information gathering and dissemination systems; and
- (iii) distribution of Government publications under the guidance of a senior officer.

### **PUBLIC COMMUNICATIONS ASSISTANT III – FIFTEEN (15) POSTS - V/NO. 124/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 30,400 p.m – Ksh 38,880 p.m.</b>	<b>(CSG 12)</b>
<b>House Allowance:</b>	<b>Ksh 3,850 p.m. – Ksh 6,750 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 4,000 p.m.</b>	
<b>Leave allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days per financial year</b>	
<b>Medical Cover:</b>	<b>As provided by the government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable</b>	

**For appointment to this grade, a candidate must have a Diploma in any of the following Social Sciences: - Photojournalism, Mass Communication, Journalism, Public Relations, Communication Studies or Media Studies/Science from a recognised institution;**

#### **Duties and Responsibilities**

This will be the entry and training grade for Information Assistants. Duties and responsibilities will include:-

- (i) gathering, writing, dispatching news, information and features;

- (ii) managing information gathering and dissemination systems; and
- (iii) distribution of Government publications under the guidance of a senior officer.

**PHOTOJOURNALIST/VIDEOGRAPHER ASSISTANT III – SEVEN (7) POSTS - V/NO. 125/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 30,400 p.m – Ksh 38,880 p.m.</b>	<b>(CSG 12)</b>
<b>House Allowance:</b>	<b>Ksh 3,850 p.m. – Ksh 6,750 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 4,000 p.m.</b>	
<b>Leave allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days per financial year</b>	
<b>Medical Cover:</b>	<b>As provided by the government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable</b>	

For appointment to this grade, a candidate must have a Diploma in Photojournalism/Photography from a recognized institution.

**Duties and Responsibilities**

This will be the entry and training level for this cadre. An officer at this level will work under the guidance of a senior officer. Duties and responsibilities will include:-

- (i) taking and processing of photographs;
- (ii) caption writing;
- (iii) documenting news, information and features through photography;
- (iv) providing darkroom services; and
- (v) scanning and digitizing photographs.

**VACANCIES IN THE MINISTRY OF EAST AFRICAN COMMUNITY (EAC), ASALS AND REGIONAL DEVELOPMENT**

**STATE DEPARTMENT FOR EAST AFRICAN COMMUNITY AFFAIRS**

**REGIONAL ECONOMIC INTEGRATION OFFICER II FOUR (4) POSTS-V/NO. 126/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 43,200-Ksh 59,010 p.m.</b>	<b>(CSG 10)</b>
<b>House Allowance:</b>	<b>Ksh 9,600-KSH 16,500 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 5,000 p.m.</b>	
<b>Leave Allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days</b>	
<b>Medical Cover:</b>	<b>As provided by the Government</b>	
<b>Terms of Service:</b>	<b>Permanent and pensionable</b>	

For appointment to this grade, a candidate must have a Bachelors degree in any of the following disciplines:- Economics, Statistics, Economics and Mathematics, Economics

and Statistics, Economics and Finance or its equivalent qualification from a university recognized in Kenya.

### **Duties and Responsibilities**

This will be the entry and training grade for this cadre. An officer at this level will work under the guidance of a senior officer. Duties and responsibilities will include:

- (i) gathering and collating data and information on East African Community (EAC) integration process and other existing programmes specifically focusing on trade, industry, investment, fiscal, monetary, customs, standards, competition and private sector development;
- (ii) supporting in compilation of sector-specific draft reports;
- (iii) generating initial policy briefs and speeches on economic issues on EAC integration and participating in preparatory meetings;
- (iv) compiling data on the impact of economic affairs programmes and projects; and
- (v) participating in consultative meetings to prepare country's position papers.

### **REGIONAL INTEGRATION OFFICER II - FIVE (5) POSTS- V/NO. 127/2026 (Regional Productive and Services- 2 Posts; Regional Political Integration- 2 Posts & Northern Corridor Program – 1 Post)**

Basic Salary Scale:	Ksh 36,200 p.m – Ksh 47,900 p.m.	(CSG 11)
House Allowance:	Ksh 5,800 p.m. – Ksh 10,000 p.m.	
Commuter Allowance:	Ksh 4,000 p.m.	
Leave allowance:	As provided in the Civil Service	
Annual Leave:	30 working days per financial year	
Medical Cover:	As provided by the government	
Terms of Service:	Permanent and Pensionable	

For appointment to this grade a candidate must have a Bachelor's degree in any of the following disciplines:-Civil/Mechanical/Electrical and Electronics/Energy /Agricultural/Telecommunication/Aeronautical/Petroleum Engineering, Agriculture, Veterinary Medicine, Forestry, Wildlife Management, Environmental Science/Studies, Disaster Preparedness/Environmental Management, Natural Resources Management, Meteorology, Mineralogy/Geology, Hydrogeology, Geothermal, Tourism, Trade, Business Administration/Management or its equivalent qualification from a university recognized in Kenya.

### **Duties and Responsibilities**

This will be the entry and training grade for this cadre. An officer at this level will be deployed in any of the following areas and work under the guidance of a senior officer. Duties and responsibilities will include: -

- (a) **At Regional Productive and Services and Regional Political Integration**
  - (i) collecting data and information on infrastructure development, transport, communication, meteorology, energy, environment and natural resources, tourism, wildlife management, environmental disaster management, agriculture and food security; and

- (ii) participating and preparing briefs in preparatory meetings of relevant Ministries, Departments and Agencies (MDAs) to inform the Country Position Papers.

**(b) At Northern Corridor Program**

- (i) collecting information on Northern Corridor Development on energy and infrastructure projects;
- (ii) compiling data on the impact of Northern Corridor Development energy and infrastructure projects on the national economy;
- (iii) preparing materials for consultative meetings on country's position papers with Ministries, Departments and Agencies (MDAs) and other stakeholders on Northern Corridor Integration Projects energy and infrastructure sectors;
- (iv) disseminating information on Northern Corridor Development Projects to the sector stakeholders; and
- (v) compiling materials for investment forums and exhibitions on Northern corridor Development Projects between partner states.

**VACANCIES IN THE MINISTRY OF AGRICULTURE AND LIVESTOCK DEVELOPMENT**

**STATE DEPARTMENT FOR AGRICULTURE**

**LECTURER II – TWENTY-FIVE (25) POSTS- V/NO. 128/2026**

Basic Salary Scale:	Ksh 41,420-Ksh 57,230 p.m.	(CSG 10)
House Allowance:	Ksh 9,600-KSH 16,500 p.m.	
Commuter Allowance:	Ksh 5,000 p.m.	
Leave Allowance:	As provided in the Civil Service	
Annual Leave:	30 working days	
Medical Cover:	As provided by the Government	
Terms of Service:	Permanent and pensionable	

For appointment to this grade, the candidate must have a Bachelor of Science Degree in any of the following agricultural fields:- Agriculture, Crop Protection, Agricultural Education and Extension, Horticulture, Agriculture and Home Economics,

Dry-Land Agriculture/ Resource Management, Bio Technology, Animal Science/Animal Production, Farm Management, Agricultural Economics, Agribusiness Management, Environmental Engineering, Bio Systems Engineering, Soil and Water Engineering, Irrigation Engineering, Structure and Process Engineering, Machinery Engineering, Agriculture Engineering, Soil Environment and Land Use Management, Farm Power and, Food Science and Technology/Post Harvest Technology, Agro-processing, Food Nutrition and Dietetics, Agricultural Extension or any other equivalent qualification from a university recognized in Kenya;

### **Duties and Responsibilities**

This is the entry and training grade for this cadre. Duties and responsibilities will include:-

- (i) preparing schemes of work, lesson plans, lesson notes, lecturing and demonstrating in the area of specialization;
- (ii) evaluating and assessing trainees;
- (iii) supervising demonstrations and practical exercises in areas of specialization;
- (iv) supervising trainees on attachment and internship programmes;
- (v) compiling trainees' performance records in areas of specialization; and
- (vi) conducting extra-curricular activities.

### **INSTRUCTOR III – SEVEN (7) POSTS - V/NO. 129/2026**

<b>Basic Salary Scale:</b>	<b>Ksh 30,400 p.m – Ksh 38,880 p.m.</b>	<b>(CSG 12)</b>
<b>House Allowance:</b>	<b>Ksh 3,850 p.m. – Ksh 6,750 p.m.</b>	
<b>Commuter Allowance:</b>	<b>Ksh 4,000 p.m.</b>	
<b>Leave allowance:</b>	<b>As provided in the Civil Service</b>	
<b>Annual Leave:</b>	<b>30 working days per financial year</b>	
<b>Medical Cover:</b>	<b>As provided by the government</b>	
<b>Terms of Service:</b>	<b>Permanent and Pensionable</b>	

**For appointment to this grade, a candidate must have a Diploma in any of the following agricultural fields:-** Agriculture, Agricultural Education and Extension, Horticulture, Agriculture and Home Economics, Dry Land Agriculture, Bio Technology, Animal Science/Animal Production, Farm Management, Environmental Engineering, Bio Systems Engineering, Soil and Water Engineering, Irrigation Engineering, Structure and Process Engineering, Farm Power and Machinery Engineering, Agriculture Engineering, Sustainable Agriculture, Agri-Enterprise Development, Food Science and Technology,

Agro Processing, Agricultural Extension or any other equivalent qualification from a recognized Institution.

### **Duties and Responsibilities**

This is the entry and training grade for this cadre. An officer at this level will work under the guidance of a senior officer. Duties and responsibilities will include: -

- (i) preparing schemes of work, lesson plans, lesson notes, training materials and aids;
- (ii) training, instructing and undertaking training demonstrations;
- (iii) conducting practicals in specific subject of specialization;
- (iv) evaluating and assessing trainees;
- (v) ensuring proper use and safe custody of training equipment and demonstration materials; and
- (vi) maintaining trainee progress records; and conducting extra-curricular activities.

**SECRETARY/CEO**  
**PUBLIC SERVICE COMMISSION**