



## PUBLIC SERVICE COMMISSION

### Our Vision

*"A citizen-centric public service"*

### Our Mission

*"To reform and transform the public service for efficient and effective service delivery"*

## ADVERTISEMENT - VACANT POSITION IN THE PUBLIC SERVICE

Applications are invited from qualified persons for the position 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 candidates 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 Kenyans 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 fake certificates/documents.
- (vii) Serving officers shall be required to produce the **original letter of appointment** to their current substantive post during the interview.

Applications should reach the Commission **on or before 20<sup>th</sup> February, 2023 latest 5.00 pm (East African Time).**

## VACANCY IN THE NATIONAL TREASURY

### STATE DEPARTMENT FOR NATIONAL TREASURY

**DIRECTOR GENERAL, PUBLIC INVESTMENT AND PORTFOLIO MANAGEMENT - ONE (1) POST: V/NO. 1/2023**

<b>Basic Salary Scale:</b>	<b>Ksh. 292, 765 - 576,120 p.m.</b>	<b>CSG 3/JobGroup 'U'</b>
<b>House Allowance:</b>	<b>Ksh. 100,000 p.m</b>	
<b>Entertainment Allowance:</b>	<b>Ksh.100,000</b>	
<b>Extraneous Allowance:</b>	<b>Ksh.100,000</b>	
<b>Domestic Servants Allowance:</b>	<b>Ksh.100,000</b>	
<b>Leave Allowance:</b>	<b>As existing 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 or Local Agreement</b>	

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

- (i) served for a minimum period of three (3) years at the grade of Director, CSG 4/Job Group 'T' in any of the National Treasury departments, or in a comparable and relevant position in the public service or private sector;
- (ii) a Bachelors Degree in any of the following disciplines: Economics, Statistics, Commerce (Accounting, Finance, Insurance), Business Administration, Project Planning, Risk Management or equivalent qualifications from a university recognized in Kenya;
- (iii) a Masters degree in any of the following disciplines: Economics, Statistics, Commerce (Accounting, Finance, Insurance), Business Administration, Project Planning, Risk Management or their equivalent qualifications from a university recognized in Kenya;
- (iv) a Certificate in any of the following: Corporate Governance, Project Appraisal, Risk Management, Public Financial Management, Project Planning and Management, Policy Development and Formulation, Monitoring and Evaluation or Public Expenditure Analysis or any other courses in the related field of work from a recognized institution;
- (v) demonstrated professional competence, leadership qualities and be of high intergrity; and
- (vi) demonstrated understanding of national development goals and objectives, policies, National values and principles of governance and the role of the Directorate in the realization of the same.

**NOTE: Possession of a certificate in Strategic Leadership Course from a recognized institution will be an added advantage.**

### **Duties and Responsibilities**

An officer at this level will be responsible for the overall function of the Public Investment and Portfolio Management Directorate. Specific duties and responsibilities include:

- (i) providing overall coordination of the directorate comprising three (3) technical departments namely Government Investment & Public Enterprises, National Assets & Liabilities Management, Pensions and Public Investment;
- (ii) undertaking research on portfolio management to inform policy development for the technical departments;
- (iii) initiating policy formulation, legislation and regulation on Asset Management, Pensions Management, Retirement Benefits & administration, Public Investments and Project Implementation Management;
- (iv) overseeing the development of National Government Assets and Liabilities;
- (v) managing Public Investments policy and developing strategic objectives relating to the financial oversight and management at state corporations;
- (vi) monitoring the management of the finances of Public Enterprises and Investments by the National Government and its entities;
- (vii) monitoring financial performance of State Corporations on aspects related to budget planning and execution, borrowings and reporting;
- (viii) identifying and documentation of risks affecting Government investments;
- (ix) providing policy direction, support, facilitation and coordination of Government divestiture, privatization programme in liaison with the privatization Commission; and
- (x) developing capacity building strategies and training programmes for staff in the Directorate.

**SECRETARY/CEO  
PUBLIC SERVICE COMMISSION**