



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 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 or jobs portal: 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 fake certificates/documents.
- (vii) Serving officers shall be required to avail Original letters of appointment to the current substantive posts during the interviews.

Applications should reach the Commission **on or before 13th August, 2024. Latest 5.00 pm (East African Time)**

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

STATE DEPARTMENT FOR LANDS AND PHYSICAL PLANNING

SECRETARY LANDS – ONE (1) POST – V/NO.221/2024

Basic Salary Scale:	Ksh.210, 670 – Ksh. 449,100 p.m.	(CSG 4 ¹)
House Allowance:	Ksh. 80,000 p.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 period of fifteen (15) years, three (3) of which must be in the grade of Deputy Director Lands, CSG 6 and above or in a comparable and relevant position in the wider public service or private sector;
- (ii) a Bachelors Degree in any of the following fields; Law, Land Survey, Land Economics, Land Administration, Geography, Urban Management, Environment Planning and Management, Urban and Regional Planning, Social Sciences, Real Estate or Property Studies, Agriculture and Human Ecology Extension, Sociology, Community Development, Urban Planning or Town Planning, Urban Design or equivalent qualifications from a university recognized in Kenya;
- (iii) a Masters Degree in any of the following fields; Land Economics, Land Management, Urban Management, Environmental Planning and Management, Urban and Regional Planning, Estate Management, Property Studies, Real Estate, Project Planning and Management, Environmental Planning and Management, Urban and Regional Planning, Gender and Development, Agriculture and Human Ecology Extension, Urban and Regional Planning, Urban Planning, Town Planning, Transport and Spatial Planning, Law, Land Economics, Land Surveying and Photogrammetry, Geomatics/Geomatic Engineering, Technology in Geomatics (Surveys), Geographic Information System, Hydrography from a university recognized in Kenya;
- (iv) membership to a relevant professional body;
- (v) demonstrated a high degree of professional, administrative and managerial competence in work performance necessary for the effective management of the functions of the State Department;
- (vi) ability to articulate, interpret and implement National and International policies and development goals; and
- (vii) meet the requirement of chapter six (6) of the constitution of Kenya

Duties and Responsibilities

The Secretary, Lands will be responsible to the Principal Secretary. Duties and responsibilities at this level will include: -

- (i) providing strategic leadership in formulation, implementation and monitoring of land policies, legislations, regulations and strategies;

- (ii) providing strategic leadership and coordination of the various directorates within the state department to ensure efficient and seamless operations and timely implementation of the transformation agenda and other strategic activities in the state Department;
- (iii) coordinating and creating effective partnerships between the State Department, State and non-state actors for effective and seamless implementation of the National Land Information Management System (NLIMS) across the country;
- (iv) being responsible for establishment and implementation of the framework for monitoring, tracking and reporting progress on the implementation of strategic programmes in the state Department;
- (v) coordinating development of work programmes by respective technical directorates and ensuring proper budgeting for the implementation
- (vi) monitoring the collection of revenue across the various departments in the State Department;
- (vii) developing and implementing of suitable standard operating procedures (SOP) for effective and efficient service Delivery;
- (viii) building and maintaining critical mass of champions for the National Land Information Management System (NLIMS) amongst the state and non-state actors; and
- (ix) coordinating research and development, training and capacity building to ensure excellence, sustainability and relevance

DIRECTOR, LAND VALUATION- ONE (1) POST –V/NO. 222/2024

Basic Salary Scale:	Ksh.180,160 – Ksh. 335,450 p.m.	(CSG 4)
House Allowance:	Ksh 80,000 p.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	

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

- (i) served for a minimum period of fifteen (15) years, three (3) of which must be in the grade of Deputy Director Land Valuation, CSG 6 and above or in a comparable and relevant position in the wider public service;
- (ii) a Bachelor's Degree in any of the following fields; Land Economics, Real Estate and Property Studies or its equivalent qualification from a university recognized in Kenya;
- (iii) membership to the Institute of Surveyors of Kenya (ISK), Valuation and Estate Management Surveyors Chapter;
- (iv) been registered by the Valuers Registration Board;
- (v) demonstrated high degree of professional competence and administrative capability required for effective planning, direction, control and coordination of the Valuation Function; and
- (vi) exhibited a thorough understanding of national development goals and policy objectives, vision 2030 and ability to relate them to the Valuation function

Note: Possession of a Masters Degree in any of the following disciplines: Property Valuation, Estate Management, Property Studies, Real Estate or equivalent qualification from a university recognized in Kenya will be an added advantage.

Duties and Responsibilities

The Director, Valuation Services will be responsible for providing strategic leadership and direction in the administration and coordination of the Valuation Function.

Duties and responsibilities at this level will include: -

- (i) overseeing development, review and implementation of Valuation policies, strategies, plans and programmes;
- (ii) ensuring implementation of various statutes governing valuation including; the land act 2012, the stamp Duty Act Cap 480, the rating Act Cap 266, the Valuation for Rating Act Cap 267, the Rent Restriction Act Cap 296, the Landlord and Tenant Act Cap 301, the Valuers Act Cap 532, the Estate Agents Act Cap 533, The Community Land Act 2016 and the Sectional Properties Act 1987;
- (iii) coordinating development and reviewing of the National Land Value Index, overseeing research on emerging trends and issues on valuation;
- (iv) initiating and overseeing preparation of valuation rolls and supplementary valuation rolls;
- (v) providing technical advice on valuation services to Ministries, Department, Agencies and County Governments;
- (vi) initiating investigation and resolution of valuation disputes and appeals;
- (vii) providing expert opinion in courts and tribunals on valuation matters;
- (viii) promoting Alternative Dispute Resolution (ADR) mechanisms through valuation for arbitration;
- (ix) collaborating and partnering with local, regional and international stakeholders on valuation matters;
- (x) overseeing development, implementation and reviewing of departmental plans and budgets;
- (xi) managing, developing and supervising staff;
- (xii) building capacity and managing performance of the department;
- (xiii) representing the Public Sector Valuers in the Valuers and Estate Agents Registration Boards; and
- (xiv) preparing annual reports on valuation

STATE DEPARTMENT FOR FORESTRY

SECRETARY FOREST DEVELOPMENT- ONE (1) POST –V/NO.223/2024

Basic Salary Scale: (CSG 4)	Ksh.180,160 - Ksh 335,450 p.m.
House Allowance:	Ksh 80,000 p.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 period of fifteen (15) years in Forest Management and conservation, Ecological Restoration, Agro-Forestry and Commercial Forestry Development or Forest Policy, three (3) of which must have been in the grade of Deputy Director, CSG 6 and above or in a comparable and relevant position in the wider public service or private sector;
- (ii) a Bachelors Degree in any of the following disciplines; Forestry, Agro-Forestry, Wood Science, Industrial Processes and Technology, Natural Resource Conservation, Environmental Conservation, Environmental Science, Environmental Studies and Community Development, Range Management, Environmental and Bio systems Engineering or equivalent qualifications from a university recognized in Kenya;
- (iii) a Masters Degree in any of the following disciplines; Forestry, Forest Finance, Forest Economics, Forest Survey, Natural Resources Conservation, Forest Policy, Forest Planning and Management, Agro Forestry and Rural Development, Biodiversity Conservation, Environmental Science, Environmental Governance, Environmental Policy, Environmental Planning and Management, Community Development, Environmental Education or equivalent qualifications from a university recognized in Kenya;
- (iv) demonstrated professional competence, managerial and leadership capabilities as reflected in work performance and results; and
- (v) exhibited deep understanding of national development policies, goals, legislations, and objectives and ability to integrate them into forestry, ecological restoration, agroforestry development and commercial forestry functions, and related value chain development

Duties and Responsibilities

Duties and responsibilities at this level will include:-

- (i) advising the Principal Secretary on matters relating to legislation, policy, coordination, regulation and monitoring of Forest Conservation and Ecological Restoration;

- (ii) overseeing the formulation, implementation and review of forestry and ecological restoration policies, strategies, legislations, guidelines, regulations, standards and plans;
- (iii) supporting implementation of climate change/action policy initiative and spearheading and monitoring development and implementation of national forestry, ecological restoration, green value chains, commercial forestry, agroforestry, dry land forestry programs and projects and forest carbon management;
- (iv) coordinating forestry development, forestry research, innovation, education, and technology transfer;
- (v) creating awareness and promoting public participation on forest conservation, landscape and ecological restoration;
- (vi) coordinating resources mobilization for implementation of forestry sector programs, projects and strategies;
- (vii) providing guidance on establishment and maintenance of integrated forestry management information system;
- (viii) spearheading the domestication and implementation of multilateral forestry agreements and conventions and promoting partnerships and collaborations in forest conservation, protection and ecological restoration, agroforestry and commercial forestry;
- (ix) guiding the development of a sector-wide framework for mobilizing resources under comprehensive public-private-partnerships to support forestry sector reforms and development;
- (x) providing leadership in the development and implementation of intergovernmental relations framework to ensure harmony for forestry sector programs;
- (xi) spearheading the adoption of bi-annual National Status reports on Management and Conservation of forests;
- (xii) overseeing the development of a framework to incorporate payment for ecosystem services (PES) and natural capital accounts (NCA) into national income accounts (NIA);
- (xiii) overseeing development of forest access roads, wood-based facilities, soil, mining, water harvesting and conservation structures;
- (xiv) ensuring establishment and operationalization of forest conservation trust fund;
- (xv) spearheading the development and implementation of the strategic plan, work plans, budget, performance contract and appraisal;
- (xvi) managing and developing staff

DIRECTOR AGRO-FORESTRY- ONE (1) POST –V/NO.224/2024

Basic Salary Scale:	Ksh. 143, 640 – Ksh. 262,420 p.m.	(CSG 5)
House Allowance:	Ksh. 49,206 – 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) served for a minimum period of ten (10) years, three (3) of which must have been in the grade of Assistant Director, Forest Management and Conservation, CSG 7 and above or in a comparable and relevant position in the wider public service;
- (ii) a Bachelors Degree in of the following disciplines: Forestry, Agro-forestry, Wood Science, Industrial Processes and Technology, Natural Resource Conservation or equivalent qualifications from a university recognized in Kenya;
- (iii) a Masters Degree in any of the following disciplines: Forestry, Forest Finance, Forest Economics, Forest Survey, Natural Resources Conservation, Forest Policy, Forest Planning and Management, Agro-forestry and Rural Development, Biodiversity Conservation or equivalent qualifications from a university recognized in Kenya;
- (iv) demonstrated managerial, administrative and professional competencies in work performance and results; and
- (v) exhibited a deep understanding of national goals, policies, objectives and ability to relate them to proper management of forest management and conservation services function

Duties and Responsibilities

Duties and responsibilities at this level will include:-

- (i) overseeing the development, implementation and reviewing of forest management and conservation, agroforestry and commercial forestry policies, strategies, legislations, regulations, plans, standards and guidelines;
- (ii) spearheading the implementation of projects and programmes for forest conservation, commercial forestry and agroforestry;
- (iii) collaborating with Ministries, Departments, County Governments and Agencies, and other stakeholders on forest management and conservation, Agroforestry and commercial forestry;
- (iv) facilitating establishment and maintenance of a database of all forests and forest health status;
- (v) promoting Public Private Partnerships (PPP) in forest management, conservation, protection, agro-forestry and commercial forestry;
- (vi) overseeing the development and implementation of guidelines for "Adopt a Forest" concept;

- (vii) coordinating the implementation of the National Reducing Emission from Deforestation and Forest Degradation (REDD+) Strategy;
- (viii) overseeing compliance of forestry related Multilateral Environmental Agreements (MEAs) and other regional instruments and protocols;
- (ix) building capacity of key institutions and stakeholders to support forestry development;
- (x) spearheading the implementation of strategies for promotion of nature-based enterprises for communities' economic livelihoods;
- (xi) overseeing the establishment of urban forests and green spaces and operationalization of Tree Growing Fund;
- (xii) spearheading policy research and knowledge management on forest conservation, commercial forestry and agroforestry initiatives;
- (xiii) coordinating the development and implementation of the Directorate strategic plan, work plans, budget, performance contract and appraisal;
- (xiv) ensuring compliance with good governance and code of ethics; and
- (xv) mentoring and coaching staff

**DEPUTY DIRECTOR FOREST MANAGEMENT AND CONSERVATION- SEVEN (7)
POSTS-V/NO.225/2024**

Basic Salary Scale:	Ksh.102, 860 – Ksh. 172,350 p.m. (CSG 6)
House Allowance:	Ksh. 21,508– 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 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) served for a minimum period of ten (10) years, three (3) of which must have been in the grade of Principal, Forest Officer, CSG 8 and above or in a comparable and relevant position in the wider public service;
- (ii) a Bachelors Degree in any of the following disciplines: Forestry, Agro-forestry, Wood Science, Industrial Processes and Technology, Natural Resource Conservation or equivalent qualifications from a university recognized in Kenya; and
- (iii) demonstrated managerial, administrative and professional competencies in work performance and results

Duties and Responsibilities

Duties and responsibilities at this level will include:-

- (i) coordinating the development, implementation and reviewing of forest management and conservation, agroforestry and commercial forestry policies, strategies, legislations, regulations, plans, standards and guidelines;
- (ii) facilitating the implementation of projects and programmes for forest conservation, commercial forestry and agroforestry;

- (iii) establishing linkages between the Ministries, Departments, County Governments and Agencies, and other stakeholders on forest management and conservation, Agroforestry and commercial forestry;
- (iv) coordinating establishment and maintenance of a database of all forests and forest health status;
- (v) promoting Public Private Partnerships (PPP) in forest management, conservation, protection, agro-forestry and commercial forestry;
- (vi) coordinating development and implementation of guidelines for "Adopt a Forest" concept;
- (vii) implementing the National Reducing Emission from Deforestation and Forest Degradation (REDD+) Strategy;
- (viii) domesticating and monitoring compliance of forestry related Multilateral Environmental Agreements (MEAs) and other regional instruments and protocols;
- (ix) building capacity of key institutions and stakeholders to support forestry development;
- (x) coordinating development of strategies for promotion of nature-based enterprises for communities' economic livelihoods;
- (xi) coordinating the establishment of urban forests and green spaces and establishing Tree Growing Fund; and
- (xii) coordinating policy research and knowledge management on forest conservation, commercial forestry and agroforestry initiatives

DEPUTY DIRECTOR ECOLOGICAL RESTORATION-TWO (2) POSTS:V/NO.226 /2024

Basic Salary Scale:	Ksh 102,860 – Ksh 172,350 p.m.	(CSG 6)
House Allowance:	Ksh 21,508 – 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 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) served for a minimum period of ten (10) years, three (3) of which must have been at the grade of Principal Ecological Restoration, CSG 8 and above or in a comparable and relevant position in the wider public service;
- (ii) a Bachelors Degree in any of the following disciplines: Forestry, Environmental Conservation, Environmental Science, Environmental Studies and Community Development, Natural Resources Management, Range Management, Environmental and Bio-Systems Engineering or equivalent qualification from a university recognized in Kenya; and
- (iii) demonstrated managerial, administrative and professional competence in work performance and results

Duties and Responsibilities

Duties and responsibilities at this level will include:-

- (i) developing Ecological Restoration policies, strategies, legislation, regulations, plans, standards and guidelines;
- (ii) coordinating rehabilitation and restoration of riverine, coastal and terrestrial ecosystems for ecological stability;
- (iii) liaising with relevant stake holders to support in Climate Change/Action policy;
- (iv) designing guidelines for incentivizing private sector and communities for ecological restoration and the sharing of associated benefits;
- (v) mainstreaming relevant global targets and Sustainable Development Goals (SDGs) in national ecological restoration strategies;
- (vi) monitoring ecological integrity of sensitive ecological ecosystems and landscape restoration;
- (vii) building capacity of County Governments and relevant stakeholders on ecological restoration;
- (viii) coordinating actions for the recovery and renewal of degraded habitats;
- (ix) coordinating community involvement and stewardship programmes in ecological restoration;
- (x) coordinating protection, conservation and re-introduction of native species in degraded ecosystems;
- (xi) coordinating private- public partnerships in ecological restoration;
- (xii) coordinating research and knowledge management on ecological restoration; and
- (xiii) liaising with relevant stakeholders to roll out period early warning alerts to the counties

ASSISSTANT DIRECTOR ECOLOGICAL RESTORATION-TWO (2) POSTS–V/NO. 227/2024

Basic Salary Scale:	Ksh 90,200 – Ksh 124,630 p.m.	(CSG 7)
House Allowance:	Ksh 18,066 – 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 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) served for a minimum period of three (3) at the grade of Principal Ecological Restoration Officer, CSG 8 or in a comparable and relevant position in the wider public service;
- (ii) a Bachelors Degree in any of the following disciplines: Forestry, Environmental Conservation, Environmental Science, Environmental Studies and Community Development, Natural Resource Management, Range Management, Environmental and Bio-systems Engineering or equivalent qualifications from a university recognized in Kenya; and
- (iii) demonstrated merit and ability as reflected in work performance and results

Duties and Responsibilities

Duties and responsibilities at this level will include:-

- (i) initiating development of Ecological Restoration policies, strategies, legislation, regulations plans, standards and guidelines;
- (ii) liaising with the relevant stakeholders to rehabilitate and restore riverine, coastal and terrestrial ecosystems for ecological stability;
- (iii) supporting in Climate Change/Action policy;
- (iv) coordinating development of concept notes for ecological restoration projects and programs;
- (v) mainstreaming relevant global targets and Sustainable Development Goals (SDGs) in national ecological restoration strategies;
- (vi) developing and maintaining database for monitoring ecological integrity of sensitive ecological ecosystems and landscape restoration;
- (vii) establishing linkage with MDAs, County Governments and relevant stakeholders on ecological restoration;
- (viii) formulating strategies for recovery and renewal of degraded habitats;
- (ix) collaborating with communities on stewardship programmes in ecological restoration;
- (x) coordinating the identification of native species for protection, conservation and re-introduction in degraded ecosystems;
- (xi) validating data and generating reports on ecological restoration for decision making;
- (xii) coordinating mapping and assessments to determine the status of sensitive ecosystems; and
- (xiii) analysing research findings and fostering knowledge management for ecological restoration

**ASSISTANT DIRECTOR FOREST MANAGEMENT AND CONSERVATION- NINE (9)
POSTS- V/NO. 228/2024**

Basic Salary Scale:	Ksh 90, 200 - Ksh 124,630 p.m.	(CSG 7)
House Allowance:	Ksh 18,066– 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 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) served for a minimum period of three (3) at the grade of at the grade of Principal Forest Management and Conservation Officer, CSG 8 or in a comparable and relevant position in the wider public service;
- (ii) a Bachelors Degree in any of the following disciplines: Forestry, Agro-forestry, Wood Science, Industrial Processes and Technology, Natural Resource Conservation or equivalent qualifications from a University recognized in Kenya; and
- (iii) demonstrated merit and ability as reflected in work performance and results

Duties and Responsibilities

Duties and responsibilities at this level will include:-

- (i) developing forest management and conservation, agroforestry and commercial forestry policies, strategies, legislations, regulations, plans, standards and guidelines;
- (ii) reviewing concept notes for projects and programmes on forest management and conservation, commercial forestry and agroforestry;
- (iii) liaising with relevant stakeholders on implementation of forestry projects and programmes;
- (iv) establishing forestry management information systems and database of all forests and forest health status;
- (v) promoting Public Private Partnerships (PPP) in forest management, conservation, protection, agro-forestry and commercial forestry;
- (vi) coordinating preparation of guidelines for "Adopt a Forest" concept;
- (vii) monitoring and evaluating compliance on forestry related Multilateral Environmental Agreements (MEAs) and other regional instruments and protocols;
- (viii) reviewing strategies for promotion of nature-based enterprises for communities' economic livelihoods;
- (ix) analyzing strategies on the development of urban forests and green space;
- (x) validating data on forest management and conservation, agro-forestry and commercial forestry and making recommendations thereon; and
- (xi) participating in national and international environmental day

VACANCIES IN THE MINISTRY OF MINING, BLUE ECONOMY AND MARITIME AFFAIRS

STATE DEPARTMENT FOR BLUE ECONOMY AND FISHERIES

DIRECTOR, FISHERIES AND BLUE ECONOMY – TWO (2) POSTS –V/NO. 229/2024

Basic Salary Scale:	Ksh.143, 640-Ksh 262,420 p.m.	CSG 5
House Allowance:	Ksh 49,206 - 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) served for a minimum period of ten (10) years, three (3) of which must have been at the grade of Assistant Director, Fisheries and Blue Economy, CSG '7' and above or in a comparable and relevant position in the wider 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 university recognized in Kenya;
- (iii) a Masters Degree in any of the following:- 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 university recognized in Kenya;
 - (iv) acquired wide experience in all aspects of fisheries management, development of policies and is fully conversant with the Fisheries Act and all relevant national and international instruments;
 - (v) clear understanding of National, Regional, Continental and International Development goals, policies, strategies and Instruments and ability to link them to sustainability;
 - (vi) demonstrated ability in Conflict Resolution; and
 - (vii) experience in mobilizing and managing Resources

Duties and Responsibilities

Duties and responsibilities at this level will include:-

As Head of Fisheries and Aquaculture Development Directorate.

- (i) initiating the development and review of Policy, Legal, Regulatory and Institutional Framework for fisheries management and development of fisheries related infrastructure;
- (ii) initiating fisheries management policy research and strategies;
- (iii) coordinating institutions for dispute resolution on fisheries resource base conflicts;
- (iv) liaising with regional and international fisheries management organizations for food and nutrition security;
- (v) ensuring implementations of regional and international fisheries protocols, conventions, declarations and standards for shared fisheries resources;
- (vi) promoting protection of fisheries ecosystems and developing and maintain fisheries database and knowledge management
- (vii) liaising with county governments to ensure sustainable fisheries management and development and collaborating with fisheries management research institutions and organizations
- (viii) initiating mobilization of resources for fisheries management and development;
- (ix) being focal point for technical programmes and projects under the Directorate; and
- (x) formulating and monitoring of Annual Work Plans and Performance contracts for the directorate;

As Head of Blue Economy Development Directorate

- (i) coordinating of Blue Economy and support technical committees and thematic working groups;
- (ii) coordinating national and regional aquatic research and oceanography;

- (iii) coordinating development and review of policies, legal, regulatory and institutional framework for the blue economy and overseeing development of programmes and projects for blue economy;
- (iv) promoting conservation and utilization of marine ecosystems;
- (v) coordinating Capacity Building for Data/Information Collection On Potentials of Offshore Fishing;
- (vi) developing of Blue Economy Development Master Plan and data base;
- (vii) coordinating development and implementation of Marine Spatial Plan (MSP) and Integrated Coastal Management Plan (ICMP);
- (viii) coordinating the development of promoting and coordinating delimitation technology for Kenya's Marine Spatial Planning;
- (ix) coordinating the development, review and harmonization of Blue Economy Curriculum and training system and capacity building of stakeholders on blue economy;
- (x) promoting regional joint management and research activities under the international and regional conventions and treaties activities under blue economy sector and coordinating access to foreign markets and attracting new foreign direct investments;
- (xi) enhancing linkages between government, indigenous groups, universities, and the private sector to align research priorities and improve data sharing amongst ocean partners and stakeholders in order to enable more efficient development of new technologies and solutions;
- (xii) advancing sustainable and prosperous ocean-based energy, marine transport, ports and ship building; aquaculture; commercial fisheries and seafood processing; coastal and marine tourism ;technology; and circular economy; and

STATE DEPARTMENT FOR MINING

DEPUTY GOVERNMENT CHEMIST- ONE (1) POST-V/NO.230/2024

Basic Salary Scale:	Ksh.102,860-Ksh 172,350 p.m.	(CSG 6)
House Allowance:	Ksh 21,508-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 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) served for a minimum period of ten (10) years, three (3) of which must have been at the grade of Principal Chemist, CSG 8 and above or in a comparable and relevant position in the wider public service;
- (ii) a Bachelors Degree in any of the following disciplines: Chemistry, Analytical Chemistry, Industrial Chemistry, Environmental Chemistry, or equivalent qualifications from a university recognized in Kenya;
- (iii) demonstrated experience in testing and analyzing of precious stones, metals and various minerals; and

- (iv) attended a short course in Gemology or its equivalent from a recognized institution

Duties and Responsibilities

Duties and responsibilities at this level will include:-

- (i) heading mineral certification laboratory;
- (ii) participating in policy formulation and implementation;
- (iii) providing guidance on strategic direction for all matters pertaining the laboratory section;
- (iv) developing proposals for research projects related to mineral testing and identification
- (v) participating in technical evaluation of quotations and tenders
- (vi) identifying training needs, supervising and evaluating staff in division; and
- (vii) validating geochemical and gemological test results

ASSISTANT GOVERNMENT CHEMIST– TWO (2) POSTS –V/NO. 231/2024

Basic Salary Scale:	Ksh.90,200 - Ksh 124,630 p.m.	(CSG 7)
House Allowance:	Ksh 18,066- 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 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) served for a minimum period of eight (8) years, three (3) of which must have been at the grade of Senior Chemist, CSG 9 and above or in a comparable and relevant position in the wider public service;
- (ii) a Bachelors Degree in any of the following disciplines: Chemistry, Analytical Chemistry, Industrial Chemistry, Environmental Chemistry Forensic Science, or equivalent qualifications from a university recognized in Kenya; and
- (iii) must have experience in testing and analysing of precious stones, precious metals and various mineral ores

Duties and Responsibilities

Duties and responsibilities at this level will include:-

- (i) planning, monitoring and evaluating implementation of mineral analytical services;
- (ii) coordinating research projects;
- (iii) validating mineral analysis report;
- (iv) presenting reports of analysis and providing experts evidence in court;
- (v) liaising with other laboratories and bodies for information exchange to improve standards of performance;
- (vi) undertaking personnel workload management and tracking duties to ensure productive utilization of time materials; and
- (vii) mentoring and coaching staff in the division

INSPECTOR DRILLING –FOUR (4) POSTS- V/NO. 232/2024

Basic Salary Scale:	Ksh 26,900 p.m. – 35,380 p.m.	(CSG 12)
House Allowance:	Ksh 3,850 – ksh 6,750 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 Diploma in any of the following fields: Ground Water Technology, Earth Science, Water Engineering, Mechanical Engineering (Plant Option) Water Resource Management, Electrical Engineering (Power Option) or its equivalent qualification from a recognized institution.

Duties and Responsibilities

Duties and responsibilities at this level will include: -

- (i) involving, controlling and inspecting of the operations of a minimum of two (2) drilling rigs working in the field;
- (ii) providing guidance to drilling Assistant and Inspectors;
- (iii) assisting in the planning of drilling inspection programmes; and
- (iv) compiling of reports on drilling inspection operation;

VACANCIES IN THE MINISTRY OF ROADS AND TRANSPORT

STATE DEPARTMENT FOR TRANSPORT

DIRECTOR SHIPPING & MARITIME – ONE (1) POST –V/NO.233/2024

Basic Salary Scale:	Ksh.143,640 - Ksh 262,420 p.m.	(CSG 5)
House Allowance:	Ksh 49,206 - 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/Local Agreement	

For appointment to this grade, a candidate must have;

- (i) served for a minimum period of ten (10) years, three (3) of which must have been at the grade of Assistant Director, Shipping and Maritime, CSG 7 and above or in a comparable and relevant position in the wider public service or private sector;
- (ii) a Bachelors Degree in any of the following disciplines:-Social Sciences, Marine Engineering or Economics from a university recognized in Kenya;
- (iii) a Masters Degree in any of the disciplines:- Marine Studies, Shipping Management, Maritime Environment Protection or Environmental Science from a university recognized in Kenya;
- (iv) certificate in any of the following:- Law of the sea, Port Management, Marine Security, Inland Water Transport, Sea Use Management, Port State Control and Formulation of National Maritime Policy or Shipping Terms from a university recognized in Kenya; and
- (v) demonstrated a thorough understanding of national goals, policies, objectives and ability to relate them to Road and Railway Transport function

Duties and Responsibilities

Duties and responsibilities at this level will include:-

- (i) overseeing the formulation, review and implementation of policies and strategies to enhance Maritime safety, security, protection of marine environment and facilitation of trade;
- (ii) implementing the shipping and maritime component of the integrated National Transport policy;
- (iii) promoting public private partnerships and other stakeholders in maritime transport operations and infrastructure development;
- (iv) developing legal and regulatory framework to facilitate maritime transport and trade;
- (v) domesticating international and regional maritime conventions and treaties;
- (vi) facilitating institutions in the maritime sub-sector to fully deliver their mandates;
- (vii) liaising with relevant international institutions on training for maritime industry;
- (viii) developing, implementation and realization of the department's strategic plan and objectives;
- (ix) preparing and implementing of the department's performance contract and appraisal systems;
- (x) managing and accounting for the finances and assets of the department; and
- (xi) management and development of staff

DEPUTY DIRECTOR ROADS AND RAILWAY TRANSPORT SERVICES -TWO (2) POSTS –V/NO.234/2024

Basic Salary Scale:	Ksh.102, 860 – Ksh. 172,350 p.m.	(CSG 6)
House Allowance:	Ksh 21,508 - 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 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) served for a minimum period of ten (10) years and currently serving at the grade of Principal Roads and or Railway Transport Officer, CSG 8 and above or in a comparable and relevant position in the wider public service;
- (ii) a Bachelors Degree in any of the following disciplines:- Civil Engineering, Mechanical Engineering, Architecture, Business Administration, Economics/Statistics, Sociology, Public Administration, Anthropology, Urban Planning or Transport Economics from a university recognized in Kenya; and
- (iii) demonstrated general administrative ability required for direction, control and implementation of Road and Railway Transport programs and projects

Duties and Responsibilities

- (i) developing a review of Road and Railway Transport Policies, regulations, standards, guidelines and procedures;
- (ii) coordinating research to inform planning and designing of Road and Railway services and related civil works;
- (iii) coordinating monitoring and evaluation of relevant projects and programs in conjunction with relevant agencies;
- (iv) coordinating review of regulations and guidelines on road and railway transport services;
- (v) reviewing of relevant data and reports prepared in the Department;
- (vi) ensuring timely development of guidelines for promotion of safe, reliable and clean road railway systems;
- (vii) liaising with relevant agencies in the modernization of road and railway system in the country including non-motorized facilities in road designs and development of commuter(light) railways system in major towns in the country;
- (viii) coordinating preparation of Parliamentary responses on matters related to Road and Railway transport services and safety;
- (ix) ensuring implementation of recommendation on road traffic congestion and pollution in urban areas;
- (x) developing and implementing strategic plans and work plans for the Department; and
- (xi) supervising training and development of staff in the Department

PRINCIPAL RESEARCH OFFICER- ONE (1) POSTS –V/NO. 235/2024

Basic Salary Scale:	Ksh.50, 610 - Ksh.90, 200 p.m.	(CSG 8)
House Allowance:	Ksh 16,184 - Ksh 35,000 p.m.	
Commuter Allowance:	Ksh 8,000 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 Aeronautical Engineering, Aerospace Engineering or equivalent qualifications from a university recognized in Kenya.

Duties and Responsibilities

Duties and responsibilities at this level will include:-

- (i) ensuring implementation and evaluating research programmes in Aviation Safety;
- (ii) organizing seminars, workshops and symposia for sensitization of research findings;
- (iii) designing methodologies of conducting targeted and policy oriented special studies to generate data for planning and management of research programmes within the Aviation sector and compiling technical information; and
- (iv) developing systems for research coordination and data processing

VACANCIES IN THE MINISTRY OF CO-OPERATIVES AND MICRO, SMALL AND MEDIUM ENTERPRISES (MSMEs) DEVELOPMENT

STATE DEPARTMENT FOR CO-OPERATIVES

SENIOR DEPUTY COMMISSIONER FOR CO-OPERATIVE DEVELOPMENT- (RE-ADVERTISEMENT)- THREE (3) POSTS –V/NO. 236/2024

Basic Salary Scale:	Ksh.143, 640 - Ksh 262,420 p.m.	(CSG 5)
House Allowance:	Ksh 49,206 - 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) served for a minimum period of ten (10) years, three (3) of which must have been at the grade of Assistant Commissioner for Co-operative Development, CSG 7 and above or in a comparable or relevant position in the wider public service;
- (ii) a Bachelors Degree in any of the following disciplines:- Co-operative Business, Co-operative Management, Co-operative and Community Development, Commerce, Business Administration, Law, Economics, Statistics, Mathematics, Marketing, Entrepreneurship, Finance, Agri-Business or its equivalent qualifications from a university recognized in Kenya;
- (iii) a Masters Degree in any of the following disciplines:- Co-operative Business, Co-operative Management, Co-operative and Community Development, Commerce, Business Administration, Law, Economics, Statistics, Mathematics, Marketing, Entrepreneurship, Finance, Agri-Business or its equivalent qualifications from a university recognized in Kenya;
- (iv) a Member of the Kenya Society of Professional Co-operators (KSPC) or any other relevant professional body; and
- (v) demonstrated managerial, administrative and professional competence and a thorough understanding of national values, goals, policies, objectives and ability to relate them to the management of the co-operative sector

Duties and Responsibilities

The Senior Deputy Commissioner for Co-operative development will head a Directorate and will be responsible to the Commissioner for Co-operative Development on technical matters. Duties and responsibilities at this level will include:-

- (i) coordinating development and implementation of co-operative policies, legislations, guidelines, and standards and coordinating co-operative development research and capacity building on co-operative development;
- (ii) approving applications for registration of co-operatives;
- (iii) coordinating mediation of disputes in co-operatives;
- (iv) overseeing co-operative risk assessment and statutory management and coordinating co-operatives liquidations;
- (v) coordinating the administration of co-operative development fund;
- (vi) promoting co-operatives value addition and processing;
- (vii) coordinating multilateral and bilateral agreements, charters, protocols and conventions on co-operative development in liaison with relevant stakeholders;
- (viii) coordinating Public-private partnership and Resource mobilization in liaison with relevant stakeholders;
- (ix) overseeing the preparation and implementation of performance contracts and work plans

**DEPUTY COMMISSIONER FOR CO-OPERATIVE DEVELOPMENT-
(RE-ADVERTISEMENT)- FIVE (5) POSTS –V/NO. 237/2024**

Basic Salary Scale:	Ksh.102,860 - Ksh 172,350 p.m.	(CSG 6)
House Allowance:	Ksh 21,508 - 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 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) served for a minimum period of ten (10) years, three (3) years of which should at the grade of Principal Co-operative Officer, CSG 8 and above or in a comparable and relevant position in the wider public service;
- (ii) a Bachelors Degree in any of the following disciplines: Co-operative Business, Co-operative Management, Co-operative and Community Development, Commerce, Business Administration, Law, Economics, Statistics, Mathematics, Marketing, Entrepreneurship, Finance, Agri-Business or its equivalent qualifications from a university recognized in Kenya;
- (iii) a Member of the Kenya Society of Professional Co-operators (KSPC) or any other relevant professional body; and
- (iv) demonstrated managerial, administrative and professional competence in work performance results

Duties and Responsibilities

An officer at this level may head a Directorate/Division. Duties and responsibilities at this level will include:-

- (i) development of co-operative policies, guidelines and standards and monitoring compliance with co-operative legislation;
- (ii) coordinating training of county staff on aggregation of MSMEs into viable co-operatives;
- (iii) developing guidelines for co-operatives access to government funds, subsidies, waivers and grants and providing technical advice on co-operative investments, finance, credit, production, & marketing;
- (iv) coordinating preparation of co-operative training and education manuals and programmes and coordinating market research and disseminating research findings;
- (v) validating registration and de-registration of co-operative societies and monitoring co-operative liquidation process;
- (vi) developing framework and standards for regulating co-operative professional services;
- (vii) developing guidelines for administration of co-operative development fund;
- (viii) coordinating development of guidelines and proposals on promotion of co-operatives value addition and processing;
- (ix) coordinating inquiries and inspections/investigations in co-operative's management and governance;
- (x) coordinating development of guidelines for risk management and statutory management in co-operatives;
- (xi) mediating disputes in co-operatives;
- (xii) collaborating with relevant stakeholders in negotiating and implementing of multilateral and bilateral agreements, charters, protocols, and conventions on cooperative development

VACANCY IN THE MINISTRY OF LABOUR AND SOCIAL PROTECTION

STATE DEPARTMENT FOR LABOUR AND SKILLS DEVELOPMENT

ASSISTANT COMMISSIONER FOR LABOUR (RE-ADVERTISEMENT) - THIRTY (30) POSTS: V/NO.238/2024

Basic Salary Scale:	Kshs 90,200 p.m. - 124,630 p.m.	(CSG 7)
House Allowance:	Kshs 18,066 - 45,000 p.m.	
Commuter Allowance:	Kshs 12,000 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) served for a minimum period of six (6) years, three (3) of which must have been at the grade of Senior Labour Officer, CSG 9 and above or in a comparable and relevant position in the wider public service;

- (ii) a Bachelors degree in any of the following disciplines: Human Resource Management/and Development, Law, Business Administration, Economics, Sociology, Psychology, Anthropology, Statistics, Labour Relations, Industrial Relations or its equivalent qualifications from a university recognized in Kenya; and
- (iii) shown merit and ability as reflected in work performance and results

Duties and Responsibilities

Duties and Responsibilities at this level will include:-

- (i) initiating and implementing labour policies and programmes;
- (ii) ensuring proper and effective functioning of labour administration;
- (iii) coordinating enforcement of labour laws;
- (iv) compiling labour statistical data;
- (v) liaising with other arms of Government, social partners and other relevant agencies on labour administration matters;
- (vi) settling of complex trade disputes;
- (vii) harmonious industrial relations, vetting of work permits; and
- (viii) attesting foreign contracts of Employment

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

STATE DEPARTMENT FOR GENDER AND AFFIRMATIVE ACTION

DIRECTOR GENDER- ONE (1) POST –V/NO.239/2024

Basic Salary Scale:	Ksh. 143, 640 – Ksh. 262,420 p.m.	(CSG 5)
House Allowance:	Ksh. 49,206 – 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) served for a minimum period of three (3) years at the grade of Deputy Director, Gender, CSG 6 or in a comparable and relevant position in the wider public service;
- (ii) a Bachelors Degree in any of the following field; Gender Studies, Gender and Development, Sociology, Business Administration(Finance/Entrepreneurship options), Anthropology, Counselling and Psychology, Economics, Law or equivalent qualification from a University recognized in Kenya;
- (iii) a Masters Degree in any of the following field; Gender and Development, Business Administration, Project Development and Management, Anthropology, Counselling project planning and management, Public Administration/policy, Economics, Law or equivalent qualification from a University recognized in Kenya;

- (iv) certificate in either Gender Studies or Gender and Development or any other relevant course lasting not less than 4 weeks in aggregate from a recognized institution;
- (v) demonstrated outstanding professional and managerial competences in management of the gender function;
- (vi) be conversant with emerging issues in the field of Gender Mainstreaming, Social economic empowerment as well as gender related violence and female Genital Mutilation; and
- (vii) demonstrated a clear understanding of National Development Goals, Policies and objectives and the role of Gender function in realization of the same

Duties and Responsibilities

Duties and responsibilities at this level will include:-

- (i) interpreting and coordinating the implementation of Gender policies;
- (ii) identifying, designing and implementing programmes/projects that promote Gender mainstreaming, Social- economic empowerment and mitigate against Female Genital Mutilation (FGM) and Sexual and Gender Based Violence (SGBV);
- (iii) monitoring prevalence of Female Genital Mutilation (FGM) and Sexual and Gender Based Violence(SGBV);
- (iv) conducting appraisal on policies, programmes and practices across sectors to establish the level of Gender responsiveness;
- (v) researching and Benchmarking on Gender Related issues;
- (vi) overseeing the operations of Gender policy, Research and Documentation Centre;
- (vii) facilitating the development of gender disaggregated data;
- (viii) promoting partnership with stakeholders on gender related matters;
- (ix) developing performance targets and annual work plan for the Division; and
- (x) supervising, monitoring and developing staff in the Division

PRINCIPAL GENDER OFFICER FOUR (4) POSTS –V/NO.240/2024

Basic Salary Scale:	Ksh.50, 610 - Ksh.90, 200 p.m.	(CSG 8)
House Allowance:	Ksh 16,184 - Ksh 35,000 p.m.	
Commuter Allowance:	Ksh 8,000 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) served for a minimum period of three (3) years at the grade of Senior Gender Officer, CSG 9 or in a comparable and relevant position in the wider public service;
- (ii) a Bachelors Degree in any of the following disciplines: Gender Studies, Gender and Development, Sociology, Business Administration (Finance/Entrepreneurship Option), Anthropology, Counseling and Psychology, Economics, Law or any other relevant Social Science degree from a university recognized in Kenya; and

- (iii) demonstrated professional competence in gender work as reflected in work performance and results

Note: Possession of a Certificate in either Gender Studies or Gender and Development, or any other relevant course lasting not less than four (4) weeks, or four (4) weeks in aggregate from a recognized institution will be an added advantage.

Duties and Responsibilities

An officer at this level may be deployed at the Headquarters or in Counties and will be responsible for the efficient management and administration of Gender Programmes and Projects as may be assigned by the supervisor. Duties and responsibilities at this level will include:-

- (i) implementing Gender Policies, Projects and Programmes;
- (ii) facilitating Gender Mainstreaming Activities in Ministries/ Departments, Counties and Agencies;
- (iii) liaising with Organizations handling gender issues;
- (iv) undertaking research on gender issues, including baseline survey on Female Genital Mutilation and Gender-Based Violence;
- (v) development of gender-disaggregated data and management information systems;
- (vi) establishing the level of compliance with the two-thirds gender principle in Ministries/Departments, Counties, and State Corporations;
- (vii) sensitizing stakeholders on gender-related issues including Female Genital Mutilation and Gender-Based violence;
- (viii) facilitating formation of community-level structure; and
- (ix) mobilizing communities to participate in field activities promoting gender equity and elimination of Female Genital Mutilation and Gender-Based Violence

SENIOR GENDER OFFICER –ELEVEN (11) POSTS –V/NO.241/2024

Basic Salary Scale:	Ksh 44,400 – Ksh 61,110 p.m.	(CSG 9)
House Allowance:	Ksh 14,055 - Ksh 28,000 p.m.	
Commuter Allowance:	Ksh 6,000 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) served for a minimum period of three (3) years at the grade of Gender Officer I, CSG 10 or a comparable and relevant position in the wide public service;
- (ii) Bachelor's Degree in any of the following disciplines: Gender Studies, Gender and Development, Sociology, Business Administration (Finance/ Entrepreneurship Option), Anthropology, Counseling and Psychology, Economics, Law or any other relevant Social Science from a university recognized in Kenya; and

- (iii) demonstrated merit and ability as reflected in work performance and results

Note Possession of a Certificate in either Gender Studies or Gender and Development, or any other relevant course lasting not less than four (4) weeks, or four (4) weeks in aggregate from a recognized institution will be an added advantage.

Duties and Responsibilities

An officer at this level may be deployed at the Headquarters or in Counties. Duties and responsibilities at this level will include:-

- (i) being responsible for the efficient management and administration of Gender Programmes and Projects;
- (ii) facilitating and Monitoring Gender Mainstreaming, Socio-Economic Empowerment, Female Genital Mutilation and Sexual and Gender-Based Violence activities;
- (iii) implementing Gender Mainstreaming and Socio-Economic Empowerment, Anti-Female Genital Mutilation and Sexual and Gender Based Violence programmes and projects;
- (iv) collecting, collating and analyzing data on Female Genital Mutilation and Sexual and Gender Based Violence prevalence;
- (v) collecting, compiling and analyzing gender disaggregated data in Ministries, Departments, Counties and Agencies;
- (vi) identifying opportunities and documenting practices for up scaling and replication of gender programmes;
- (vii) following up with gender violence victims for the expediency of justice;
- (viii) liaising with Organizations handling gender issues; and
- (ix) disseminating information on Gender Mainstreaming, Socio-Economic Empowerment, Female Genital Mutilation and Sexual and Gender-Based Violence policies, projects, and programmes

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

STATE DEPARTMENT FOR YOUTH AFFAIRS AND CREATIVE ECONOMY

DIRECTOR FILM SERVICES -ONE (1) POST-V/NO.242/2024

Basic Salary Scale:	Ksh 143, 640 - Ksh 262,420 p.m.	(CSG 5)
House Allowance:	Ksh 49,206– 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) served for a minimum period of ten (10) years, three (3) of which must have been at the grade of Assistant Director Film Services, CSG 7 and above or in a comparable and relevant position in the wider public service;
- (ii) a Bachelors Degree in the following fields: Film Production, Film and Animation, Theatre Arts and Film Technology, Broadcast Production (Film option), Communication Studies (Film option) or equivalent qualifications from a university recognized in Kenya;

OR

- a Bachelors Degree in following fields: Social Sciences, Information Science, Development Communication, Journalism, Public Relations, Communications Studies, International Relations and a Diploma/Post Graduate Diploma in either Film Production, Film and Animation, Mass Communication (Film/Animation option) or equivalent qualification from a recognized institution;
- (iii) a Masters Degree in Film and Animation, Film Studies, Film and Media Studies, Broadcast Production (Film option) or its equivalent qualifications from a university recognized in Kenya;
- (iv) a thorough understanding of the Constitution, National goals and policies and ability to translate them to film programmes and projects; and
- (v) demonstrated professional competence and leadership ability in film production as reflected in work performance and results

Duties and Responsibilities

The Director will be the head of the Department of Film Services. His/her duties and responsibilities at this level will include:-

- (i) advising on formulation and review of National Policies to govern the Film Industry; advising on the development of film education strategy; establishing appropriate legal framework to promote the industry; and establishing clear linkages with stakeholders;
- (ii) initiating and providing Strategic Leadership on all policy issues that relate to the film industry;
- (iii) overseeing the enforcement of part two (2) of Films and Stage Plays Act, Cap 222;
- (iv) planning, coordinating, controlling, developing, promoting, monitoring and evaluation of film services in the country;
- (v) ensuring the interpretation and implementation of Government policies on Social-Cultural, Economic, Political development, National Integration and Cohesion through Audio-Visual content for dissemination and archiving for posterity;
- (vi) providing leadership in Public Private Partnerships (PPPs) on film related matters;
- (vii) overseeing the implementation of regional continental and international protocols, agreements, conventions and treaties in the film sector;
- (viii) promoting linkages with Ministries, State Departments and Agencies (MDAs) on film related matters and ensuring development of industry wide code of conduct;
- (ix) facilitating Annual Film Festivals, spearheading resource mobilization; and
- (x) undertaking benchmarks to promote best practices in film industry

DEPUTY DIRECTOR, FILM SERVICES- TWO (2) POSTS –V/NO.243/2024

Basic Salary Scale:	Ksh 102,860 - Ksh 172,350 p.m. (CSG 6)
House Allowance:	Ksh 21,508– 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 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) served for a minimum period of three (3) years at the grade Assistant Director Film Services, CSG 7 or in a comparable and relevant position in the wider public service;
- (ii) a Bachelors Degree in the following fields: Film Production, Film and Animation, Theatre Arts and Film Technology, Broadcast Production (Film option), Communication Studies (Film option) or equivalent qualifications from a university recognized in Kenya;

OR

- a Bachelors Degree in the following field: Social Sciences, Information Science, Development Communication, Journalism, Public Relations, Communications Studies, International Relations and a Diploma/Post Graduate Diploma in Film Production, Film and Animation, Mass Communication (Film/Animation option) or equivalent qualification from a University recognized in Kenya; and
- (iii) demonstrated professional competence and leadership ability in film production as reflected in work performance and results

Duties and Responsibilities

An officer at this level will head a division at the National Film Headquarters. Duties and responsibilities at this level will include:-

- (i) developing and reviewing policy guidelines for management of production and field operations services;
- (ii) spearheading the development, review and implementation of tracking systems for the Departmental strategic and annual work plans;
- (iii) developing guidelines for re-engineering of film production processes and promoting Public Private Partnership (PPP);
- (iv) overseeing development of guidelines for regional, continental and international protocols, agreements, conventions and treaties in the film sector;
- (v) coordinating research in content development, packaging and screen culture;
- (vi) facilitating budgeting controlling and evaluating utilization of resources for film projects;
- (vii) promoting Corporate Social Responsibility (CSR) in film; facilitating development and review of industry-wide code of conduct;
- (viii) leadership in Public Private Partnerships (PPPs) on film related matters;

- (ix) overseeing the implementation of regional continental and international protocols, agreements, conventions and treaties in the film sector; and
- (x) promoting linkages with Ministries, State Departments and Agencies (MDAs) on film related matters

ASSISTANT DIRECTOR, FILM SERVICES- SIX (6) POSTS–V/NO. 244/2024

Basic Salary Scale:	Ksh 90,200 - Ksh 124,630 p.m. (CSG 7)
House Allowance:	Ksh 18,066– 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 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) served for a minimum period of eight (8) years, three (3) of which must have been at the grade of Senior Film Officer, CSG 9 and above or in a comparable and relevant position in the wider public service;
- (ii) a Bachelors Degree in the following disciplines: Film Production, Film and Animation, Theatre Arts and Film Technology, Broadcast Production (Film option), Communication Studies (Film option) or equivalent qualifications from a university recognized in the Kenya;

OR

- a Bachelors in the following field: Social Sciences, Information Science, Development Communication, Journalism, Public Relations, Communications Studies, International Relations a university recognized in Kenya and a Diploma/Post Graduate Diploma in Film Production, Film and Animation, Mass Communication (Film/Animation option) or equivalent qualifications from a recognized institution; and
- (iii) demonstrated ability and professional competence in film production as reflected in work performance and results

Duties and Responsibilities

The officer at this level may be deployed either at the National or Regional Headquarters. Duties and responsibilities at this level will include:-

- (i) ensuring implementation of film policies, procedures and programmes, undertaking research, assisting in overall management of film production, camera, audio process, editing, design/animation services, archiving, licensing and liaison and dissemination;
- (ii) producing and directing film projects, planning and organizing film festivals and budgeting for film production and film promotion activities;
- (iii) supervising the compilation of National Film Catalogue, coordinating acquisition of modern and appropriate technology;
- (iv) monitoring and evaluation of service delivery standards and initiating re-engineering of film production processes for value addition;
- (v) facilitating Public Private Partnership (PPP) co-productions;

- (vi) coordinating film production, camera, audio processes, editing design/animation, licensing and liaison, dissemination and marketing film services;
- (vii) establishing and maintaining audio-visual archives;
- (viii) budgeting and managing resources for film production and promotion activities;
- (ix) ensuring maintenance of Regional Film database;
- (x) participating in development of departmental objectives and managing their implementation at the regional level;

SENIOR PRINCIPAL SUPERINTENDENT (ELECTRONICS) - ONE (1) POST-V/NO. 245/2024

Basic Salary Scale:	Ksh 90,200 - Ksh 124,630 p.m. (CSG 7)
House Allowance:	Ksh 18,066– 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 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) served for a minimum period of three (3) years at the grade of Principal Superintendent Electronics, CSG 8 or comparable and relevant position in the wider public service;
- (ii) a Diploma in Electronics Engineering or Electronics Technician Certificate Part III or equivalent and relevant qualification from a recognized Institution;
- (iii) a Higher Diploma in Electronics Engineering or equivalent and relevant qualification from a recognized Institution; and
- (iv) shown merit and ability as reflected in work performance and results

Duties and Responsibilities

An officer at this level will be deployed at the headquarters and will be responsible to the head of department. Duties and responsibilities at this level will include:-

- (i) planning and coordinating the supervision of electronics installations and maintenance programmes in the department;
- (ii) enforcing site supervision standards for electronics maintenance and construction works;
- (iii) implementing policies on improvement of site supervision;
- (iv) checking on monthly quarterly progress reports submitted from the district and provinces and recommending appropriate action;
- (v) allocating duties and recommending appropriate training for staff development; and
- (vi) preparing budgetary and establishing proposals

STATE DEPARTMENT FOR SPORTS

DEPUTY SPORTS REGISTRAR –ONE (1) POST –V/NO. 246/2024

Basic Salary Scale:	Ksh.102, 860-Ksh 172,350 p.m.	(CSG 6)
House Allowance:	Ksh 21,508-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 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) served for a minimum period of three (3) years at the grade of Principal Sports Registrar, CSG 7 or in a comparable and relevant position in the wider public service;
- (ii) a Bachelors Degree in Law (LLB) from a university recognized in Kenya;
- (iii) a valid practicing Certificate from Law Society of Kenya;
- (iv) advocate of the High Court of Kenya;
- (v) a Diploma in Law from the Council of Legal Education;
- (vi) certificate in Arbitration or Mediation from a recognized institution; and
- (vii) demonstrated a high degree of professional competence and administrative capability in the management of Sports Registrar information services function

Duties and Responsibilities

Duties and responsibilities at this level will include:-

- (i) implementing the Sports Act and other relevant laws relating to registration, licensing and arbitration;
- (ii) drafting of affidavits, petitions and defenses for filing in Sports Dispute Tribunal and other relevant courts;
- (iii) developing strategies and programmes on registration, licensing, arbitration;
- (iv) ensuring update of register of registered and licensed sports organizations and sports persons;
- (v) arbitrating on disputes arising from registration and licensing;
- (vi) undertaking litigation on behalf of the office;
- (vii) monitoring processing of applications for registration and licensing of sports organizations and professional sports bodies and persons;
- (viii) providing advice to stakeholders on issues relating to registration, licensing and arbitration;
- (ix) coordinating research in relation to the function of the office; and
- (x) carrying out legal audit on sports organizations, professional sports bodies and sports persons to monitor compliance

PRINCIPAL SPORTS REGISTRAR -FOUR (4) POSTS –V/NO.247/2024

Basic Salary Scale:	Ksh.90, 200 - Ksh 124,630 p.m.	(CSG 7)
House Allowance:	Ksh 18,066 - 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 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) served for a minimum period of three (3) years at the grade of Senior Assistant Sports Registrar, CSG 8 or in a comparable and relevant position in the wider public service;
- (ii) a Bachelors Degree in Law (LLB) from a university recognized in Kenya;
- (iii) a valid practicing Certificate from Law Society of Kenya;
- (iv) advocate of the High Court of Kenya;
- (v) a Diploma in Law from the Council of Legal Education;
- (vi) certificate in Arbitration or Mediation from a recognized institution; and
- (vii) demonstrated professional and administrative ability as reflected in work performance and results

Duties and Responsibilities

Duties and responsibilities at this level will include:-

- (i) effecting changes, alterations in sports constitutions, rules and regulations, titles, name or addresses of any person or office of a sports organizations and sports persons;
- (ii) coordinating observation of sports organizations elections;
- (iii) drafting of affidavits, petitions and defenses for filing in Sports Dispute Tribunal and other relevant courts;
- (iv) arbitrating on disputes arising from registration and licensing;
- (v) drafting instructions for issuance to the Attorney General's Office;
- (vi) carrying out inspection of sports organizations to ensure compliance;
- (vii) identifying areas for review of the existing laws, rules and regulations;
- (viii) undertaking litigation on behalf of the office;
- (ix) coordinating the maintenance of records, continuous updating retrieval and dissemination of information;
- (x) undertaking research in relation to the function of the office; and
- (xi) maintaining and updating a register of registered sports organizations and licensed professional sports bodies and persons

**AG SECRETARY/CEO
PUBLIC SERVICE COMMISSION**