



## KENYA LEATHER DEVELOPMENT COUNCIL

### VACANCIES

Kenya Leather Development Council (KLDC) is a State Corporation established by the Government of Kenya under the Kenya Leather Development Council Order, 2011 (Legal Notice No. 114 of 9<sup>th</sup> September, 2011), under the State Corporations Act (Cap. 446), Laws of Kenya, to provide leadership and policy direction in regulation, production, processing and marketing in leather industry so as to promote equitable development and poverty reduction.

Pursuant to this objective, the Council is seeking to recruit qualified officers for the positions of:

S/No.	Post	No. of Posts	Job Grade	Dept/Unit	Job Ref No.
1	Manager, Quality Assurance & Compliance	1	KLDC 3	Technical Services	KLDC/001/2020
2	Manager, Human Resource & Administration ( <i>Re-advertisement</i> )	1	KLDC 3	Corporate Services	KLDC/002/2020
3	Manager, Promotions & Marketing ( <i>Re-advertisement</i> )	1	KLDC 3	Technical Services	KLDC/003/2020
4	Principal Leather industrial Development Officer ( <i>Re-advertisement</i> )	1	KLDC 4	Technical Services	KLDC/004/2020
5	Senior Leather Industrial Development Officer ( <i>Re-advertisement</i> )	2	KLDC 5	Technical Services	KLDC/005/2020
<b>TOTAL</b>		<b>6</b>			

### **APPLICATION REQUIREMENTS**

Interested candidates are expected to fulfill the requirements of Chapter Six of the Constitution of Kenya. Specifically, they must obtain and submit with their application, copies of the following:

- 1. Certificate of Good Conduct from the Directorate of Criminal Investigations**
- 2. Clearance/Compliance Certificate from Higher Education Loans Board (HELB)**
- 3. Tax Compliance Certificate from Kenya Revenue Authority**

4. **Clearance from Ethics and Anti-Corruption Commission (EACC)**
5. **Clearance from recognized Credit Reference Bureau (CRB)**

Suitably qualified candidates are advised to download and complete the Candidates' Profile and Application Form (from the 'Vacancies' section at [www.leathercouncil.go.ke](http://www.leathercouncil.go.ke)) indicating the Job Reference Number on the Job Application Form and send to [kldc.jobadverts@gmail.com](mailto:kldc.jobadverts@gmail.com) attaching certified copies of academic certificates and professional qualifications and National ID. Hand-delivered application can also be dropped at the Council's Reception Desk located at CPA Centre, 5<sup>th</sup> Floor, Thika Road, next to KCA University.

Applications should be received not later than **5.00 pm, on 10<sup>th</sup> February, 2020**. Kenya Leather Development Council is an equal opportunity employer committed to diversity and gender equality. Women, Youth, Persons with disabilities and those from marginalized communities and minority groups are encouraged to apply. Please note that only shortlisted candidates will be contacted.

Detailed job description and specifications for the advertised positions and the job application form may be found on our website [www.leathercouncil.go.ke](http://www.leathercouncil.go.ke)