



1.0 INTRODUCTION

Kasneb is a professional examinations body with the mandate to offer post-professional, professional, diploma, certificate and vocational qualifications in accounting, finance, fraud investigations, credit, governance and management, information technology and related disciplines. Kasneb administers its examinations throughout the East and Central African region, the rest of Africa as well as in other continents.

2.0 APPOINTMENT OF SETTERS, MARKERS, WORKSHOP FACILITATORS, RESEARCH PROJECT SUPERVISORS AND TRANSLATORS (ENGLISH TO FRENCH/FRENCH TO ENGLISH)

In order to maintain and enhance the quality of its examinations, Kasneb seeks to revamp its databank of examiners in different disciplines and specialisations. In this connection, qualified and competent persons are invited to apply for consideration as setters, markers, workshop facilitators (ethics, research methodology and work-based simulation), research project supervisors for the various qualifications of Kasneb and translators of syllabuses and examinations into French, and for other documents from French to English. Applications will be categorised into the following generic clusters:

(a) Cluster 1 - Accounting and Related Disciplines

Advanced Management Accounting, Advanced Financial Reporting and Analysis, Advanced Taxation, Advanced Auditing and Assurance.

(b) Cluster 2 - Finance and Related Disciplines

Financial Management, Advanced Financial Management, Advanced Public Financial Management, Portfolio Management, Equity Investment Analysis, Corporate Finance, Fixed Income Investment Analysis, Alternative Investment Analysis, Advanced Portfolio Management, Derivatives Analysis.

(c) Cluster 3 - Law and Related Disciplines

Introduction to Law and Governance, Company Law, Meetings, Compliance and Administration, Financial Markets and Specialised Institutions, Regulation of Financial Markets, Debt Recovery.

(d) **Cluster 4 – Management, Governance and Related Disciplines**

Leadership and Management, Public Sector, Governance, Policy and Administration, Research, Consultancy and Advisory, Governance and Compliance Audit, Boardroom Dynamics.

(e) **Cluster 5 – Research Project and Workshop**

Research, Consultancy and Advisory.

In addition, kasneb is seeking practitioners with the requisite experience and ability to competencies.

- Supervise CS students undertaking a research project.
- Facilitate a one-week workshop on research methodologies and findings presentations.

f) **Cluster 6 – Data Analytics, Financial Modelling and Related Areas**

Practical Business Data Analytics (CPA) and Financial Modelling and Analytics papers (CIFA).

g) **Cluster 7 – Workshop on Professional Ethics and Practical Work Simulation**

- Facilitate workshops on professional ethics and related areas including ethical requirements for public officers.
- Facilitate workshop on work simulation. Generate/obtain accounting data typically used in actual accounting work environment and practically take students through actual accounting work in a simulated, digitally enabled environment using Quickbooks

h) **Cluster 8 – Forensic Fraud Investigation Areas**

Fraud and Corruption Schemes, Law related to Fraud, Law of Evidence and Trial Process, Conducting Investigations, Fraud prevention and detection Fraud Risk Management, Integrated Case Studies and Fraud Workshops.

i) **Cluster 9 – Translators from English to French and from French to English**

We are seeking for professionals in accounting, finance or other business related areas to facilitate translation of our syllabuses and examinations into French and other documents from French to English

2.1 MINIMUM REQUIREMENTS

Applicants for appointment as examiners, facilitators or translators must fulfill the following minimum requirements:

Academic/professional qualifications and experience

- a) Possession of any one or more of the following professional qualifications obtained from Kasneb: Certified Public Accountants (CPA), Certified Secretaries (CS), Certified Information Systems Solution Expert (CISSE), Certified Investment and Financial Analysts (CIFA), Certified Credit Professionals (CCP) or their equivalent.
- b) Membership to relevant professional bodies.
- c) Possession of an undergraduate degree from a recognised university in any one or more of the following disciplines; accounting, finance, forensic audit, economics, business administration, business management, credit management, project management, operations management, law, applied mathematics, data analytics/financial modelling, statistics, computer science/information technology or related areas.
- d) Possession of a postgraduate degree in any one, or more, of the disciplines enumerated in (c) above, will be a distinct advantage.
- e) Possession of post-qualification industrial or teaching experience of not less than five (5) years.
- f) Applicants for workshop facilitators must have facilitated similar workshops or training/lecturing for at least five years.
- g) Applicants for translation must have at least five years of relevant experience and possess expertise in French with requisite qualifications in French language.

2.2 PERSONAL ATTRIBUTES

The ideal candidates should be persons of high moral uprightness and unquestionable integrity. They should espouse the virtues of honesty, hard work, diligence and professional fidelity.

The selected persons will be allocated responsibilities from time to time in the setting of various professional examination papers.

NOTE

- a) Current examiners may apply for assignments they wish to be considered in addition to their current responsibilities.
- b) Applicants **should clearly state the cluster** in relation to which they are making the application.

Please access the application through the link <https://bit.ly/3pzFxHS>. Deadline for submitting the application is **Friday, 2 June 2023**.

23 May 2023

Reference Number: 27/CONF/EXC/LXIX/277

Date: 22 May 2023

**CIRCULAR TO TRAINING INSTITUTIONS ON ADVERTISEMENT FOR EXAMINERS
(SETTERS, MARKERS AND WORKSHOP FACILITATORS)**

Kasneb is a State Corporation under the National Treasury and Planning. It operates under the Accountants Act, No.15 of 2008 and its establishment and operations are recognised under the Certified Public Secretaries of Kenya Act, Cap.534 of 1988 and the Investment and Financial Analysts Act, No.13 of 2015.

The mandate of kasneb is the development of syllabuses; conduct of post-professional, diploma, certificate and vocational examinations and certification of candidates in accountancy, finance, credit, governance and management, information technology and related disciplines; promotion of its qualifications nationally, regionally and internationally and the accreditation of relevant training institutions in liaison with the Ministry in charge of Education.

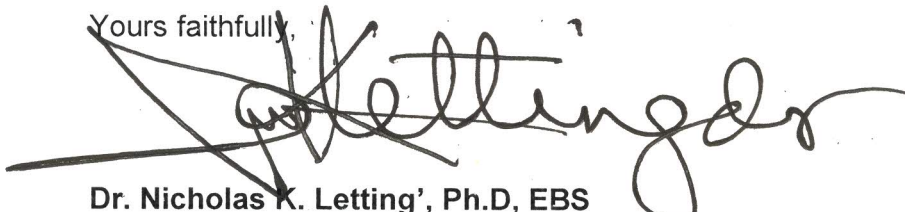
In pursuit of its mandate, kasneb wishes to engage additional examiners (setters, markers and workshop facilitators) in the following areas:

- (i) Forensic Fraud Examinations, Investigations and Related Areas.
- (ii) Business Data Analytics, Financial Modelling and Related Areas.
- (iii) Advanced Accounting and Financial Reporting, Finance, Taxation, Management Accounting, Auditing and Related Areas.
- (iv) Law, Financial Regulations and Related Areas.
- (v) Corporate Secretarial, Governance and Related Areas.
- (vi) Facilitators of Workshop on Ethics, Work Based Simulation, Research Methodology and Related Areas.
- (vii) Translators of Syllabuses Examinations and Related Documents into French.

The detailed advertisement is attached to this circular. Applicants should upload their applications including copies of academic and professional certificates through the link <https://bit.ly/3pzFxHS> so as to be received on or before **Friday, 2 June 2023**.

Please bring this information to the attention of your lecturers and others.

Yours faithfully,



Dr. Nicholas K. Letting', Ph.D, EBS
SECRETARY/CHIEF EXECUTIVE OFFICER