



ADVERTISEMENT OF VACANCIES

Kenya National Bureau of Statistics (KNBS) is a corporate body established under the Statistics Act (2006). It is the principal Government agency responsible for the collection, compilation, analysis, publication and dissemination of official statistical information and its custody. It also oversees the coordination, supervision and development of programmes within the National Statistical System (NSS).

Kenya National Bureau of Statistics invites applications from suitably qualified and experienced individuals with excellent credentials to fill the following positions:

Job Title:	Senior Manager National Statistical System
KNBS:	Level 3
Ref:	KNBS/NSS/15/2025
No. of Positions:	1
Monthly Remuneration:	
Basic Salary:	Kshs. 169,380 ~ Kshs. 236,460
House Allowance:	Kshs. 50,000
Commuter Allowance:	Kshs. 20,000
Extraneous Allowance:	Kshs 30,000
Terms of Employment:	Permanent and Pensionable

Job Purpose: Reporting to the Director, Statistical Coordination and Methods, the job holder will be responsible for planning, implementing, coordinating, and monitoring activities in the National Statistical System Division.

Key Responsibilities

- i. Mapping and maintenance of the National Statistical System (NSS) institutions' register within the official data ecosystem;
- ii. Supervising the development and production of statistics across the National

- Statistical System;
- iii. Supervising the development, review and harmonization of the national strategy for development of statistics for the National Statistical System;
 - iv. Supervising the development and production regular thematic National Statistical System statistical abstract and bulletin;
 - v. Overseeing the harmonization and production of data and statistics pertaining to statistical information provided by various institutions;
 - vi. Coordinating and collaborating with various stakeholders to identify the data gaps in the National Statistical System;
 - vii. Monitoring of data quality across the National Statistical System;
 - viii. Supervising Statistics Sector Committees responsible for production of statistics in National Statistical System institutions;
 - ix. Supervising the preparation and review of guidelines for designating statistics as official;
 - x. Initiating the development and updating the review of the compendium in accordance with international standards.
 - xi. Sensitization of stakeholders on harmonized concepts, definitions, classifications and methodologies for use in NSS;
 - xii. Managing and developing staff within the Division;
 - xiii. Reporting on the performance of the Division;
 - xiii. Undertaking any other duties lawfully assigned by the supervisor.

Requirements for Appointment

- i. Must have served in the grade of Manager, Statistics or equivalent position for a minimum period of three (3) years;
- ii. Must have a Bachelor's degree in any of the following disciplines: -; Statistics; Economics, Mathematics; or any related qualifications from a recognized institution;
- iii. Must have a Master Degree in any of the following disciplines: - Statistics; Economics, Mathematics or any other related qualifications from a recognized institution;
- iv. Must have a Certificate in Strategic Leadership Development Program lasting not less than six (6) weeks or any other related qualifications from a recognized institution;
- v. Must be adept with appropriate computer skills;
- vi. Must have analytical, financial and human resource management skills;
- vii. Must be able to work in a collaborative team environment.

Job Title:	Manager, Human Resource Development
KNBS Level:	4
Ref:	KNBS/MHRD/15/2025
No. of Positions:	1

Monthly Remuneration:

Basic Salary:	Kshs. 133,260 - Kshs. 189,960
House Allowance:	Kshs. 40,000
Commuter Allowance:	Kshs. 16,000
Extraneous Allowance:	Kshs 20,000

Terms of Employment: Permanent and Pensionable

Job Purpose: Reporting to the Senior Manager, Human Resource Management and Development, the jobholder will be responsible for implementing activities in the Human Resource Development Section.

Key responsibilities

- i. Supervising the implementation of Human Resource policies and strategies;
- ii. Ensuring Compliance with statutory and regulatory requirements relating to Human Resource development;
- iii. Managing Identification and assessment of training needs;
- iv. Managing and designing of training projections and plans;
- v. Organizing the implementation of training and development programs;
- vi. Ensuring effective and efficient utilization of the organization's learning and development resources;
- vii. Designing Coaching and mentoring programs;
- viii. Implementing the knowledge management programs;
- ix. Preparing the agenda for the Training committee meeting and implementing the decisions thereof;
- x. Managing, monitoring and evaluating training programs;
- xi. Implementing Internship and Attachment programs.
- xii. Undertaking any other duties lawfully assigned by the supervisor.

Requirements for appointment

- i. Must have served in the grade of Assistant Manager, Human Resource Management/Development (Level 5) for a minimum period of three (3) years;

- ii. Must have a Bachelor Degree in any of the following disciplines:- Human Resource Management; Education; Business Management or any other related qualifications from a recognized institution;
- iii. Must have a Master Degree in any of the following disciplines:- Human Resource Management; Business Administration; Public Administration or any other related qualifications from a recognized institution;
- iv. Must have a Post-Graduate Diploma in Human Resource Management from a recognized institution;
- v. Must be a member of a recognized Human Resource management professional body;
- vi. Must have a Certificate in Strategic Leadership Development Program (SLDP) lasting not less than six (6) weeks or related qualifications from a recognized institution;
- vii. Must have a Certificate in computer applications from a recognized institution;
- viii. Must have Shown merit and ability as reflected in work performance and results;
- ix. Must have working knowledge and experience in financial management with respect to planning and budgeting;
- x. Must be able to work in a collaborative team environment.

Instructions to Applicants:

- i. Applicants should fill and submit the online employment application form [KNBS Job Application Form](#).
- ii. Hard copies of academic, professional and other relevant certificates, transcripts and testimonials to be submitted during the interview process
- iii. Applications must be received not later than 15th April 2025

KENYA NATIONAL BUREAU OF STATISTICS IS AN EQUAL OPPORTUNITY EMPLOYER.

PERSONS WITH DISABILITIES, THE MARGINALISED AND THE MINORITIES ARE ENCOURAGED TO APPLY

DIRECTOR GENERAL