

KENYA FISHERIES SERVICE



REPUBLIC OF KENYA KENYA FISHERIES SERVICE

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JOB INDENT FOR THE POSITION OF DIRECTOR GENERAL/CEO, KENYA FISHERIES SERVICE (KeFS).

INTRODUCTION

The Kenya Fisheries Service (KeFS) is a dynamic and innovative body corporate established under the Fisheries Management and Development Act Cap 378. The mandate of the Service is to conserve, manage and develop Kenya's fisheries and aquaculture resources.

Kenya Fisheries Service is looking for a qualified, competent, experienced and dynamic professional to take up the position of Director General/CEO.

VACANCY NO. KeFS/HR/01/25: DIRECTOR GENERAL- JOB GRADE, KF1

JOB PURPOSE

The Director General is responsible for the day-to-day management and coordination of activities in the Kenya Fisheries Service. The Director General is also responsible for providing strategic leadership in the development, implementation and review of the Kenya Fisheries Service strategic, business and annual plans to achieve the Kenya Fisheries Service's mandate.

The officer in this position reports to the Board of Directors.

Job Title	Job Grade (KF)	Terms of Service
Director General/CEO	1	Contract (Three years). <i>(renewable once subject to satisfactory performance)</i>

Remuneration	
Basic Salary	: Ksh. 324,273 -> 472,733
House Allowance	: Ksh. 80,000
Commuter Allowance	: Official Transport provided
Entertainment Allowance	: As per the Government prevailing rates.
Leave Entitlement	: 30 days per leave year
Medical Benefits	: as per the Kenya Fisheries Service medical scheme
Work station	Headquarters, Nairobi

KEY RESPONSIBILITIES AND DUTIES

- i) Be the Accounting Officer of Kenya Fisheries Service;
- ii) Be the Chief Executive of the Kenya Fisheries Service, responsible for the day-to-day management and operations of the Service;
- iii) Be the Secretary to the Board;
- iv) Approving and coordinating research activities in consultation with the Kenya Marine and Fisheries Research Institute;
- v) Facilitating dissemination of information on fisheries and aquaculture; liaising as appropriate with agencies and persons, including stakeholders, industry, government agencies, regional and international organizations and experts, whether local or foreign;
- vi) Acting on behalf of the government, subject to the Treaty Making and Ratification Act, 2012 in relation to any domestic or international agreement relating to fishing, fishing related activities or any other matter falling within the scope of the FMD Act, 2016, to which Kenya is or may become a party;
- vii) Administering and coordinating international protocols, conventions and treaties regarding fisheries in all its aspects;
- viii) Controlling and regulating fish safety and quality subject to the Public Health Act and the Food, Drugs and Substance Act;
- ix) Raising revenue through levies, fees, investments and other means in accordance with the FMD Act, 2016;
- x) Facilitating the development of appropriate fisheries and aquaculture resources infrastructure;
- xi) Aiding investment in commercial fisheries, in collaboration with relevant agencies, persons or bodies, including Government departments;
- xii) Promoting the development of appropriate technologies in fisheries and aquaculture production, processing and preservation in collaboration with relevant agencies, county governments and stakeholders;
- xiii) Identifying opportunities and promoting all aspects of fisheries marketing; overseeing fish quality assurance and operations of marine and coastal fisheries, inland and riverine fisheries and aquaculture;

- xiv) Overseeing monitoring, control and surveillance of all activities within the scope of FMD Act; identifying and protecting areas declared as national sanctuaries to protect brood and spawn of nominated species;
- xv) Provide strategic direction on resource mobilization for Kenya Fisheries Service.
- xvi) Provide Strategic leadership in the development, implementation and review of the Kenya Fisheries Service strategic, business and annual plans to achieve Service's mandate.
- xvii) Identify and provide strategic direction on new investments, business opportunities and change initiatives.
- xviii) Keep the seal of the Board in such custody as the Board may direct;
- xix) Implement Board decisions and resolutions;
- xx) Provide guidance to the Board and the management in the development and implementation of the best practices in Corporate Governance;
- xxi) Nurture the organization's human resource and ensure appropriate management structures and policies are developed and implemented within the organization for sustainable growth;
- xxii) Advise the Board on the performance of the Kenya Fisheries Service Management and all matters relating to Kenya Fisheries Service score mandate and functions;
- xxiii) Cultivate and create a conducive corporate culture that promotes strong ethical practices, good governance and employee satisfaction;
- xxiv) Maintain effective collaboration and partnerships with organs of Government and Government agencies, county Governments, international organizations, private sector, non-governmental organization and other Stakeholders;
- xxv) Ensure compliance to the Public Procurement and Asset Disposal Act, 2015;
- xxvi) Promote values and principles as spelt out in Articles 10 and 232 of the Constitution of Kenya in the operations of the Board; and
- xxvii) Provide advisory to the Minister responsible for fisheries on matters related to fisheries management, conservation and development.

MINIMUM QUALIFICATIONS & WORK EXPERIENCE

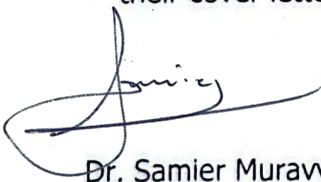
- i) Must have at least fifteen (15) years relevant work experience, five (5) of which must be in Senior management role;
- ii) Bachelor's degree in Fisheries, Natural Resource Management, Environmental Management/Science, Physical Sciences, Chemistry, Fisheries Studies, Microbiology, Biological Sciences, Bio Chemistry, Zoology, Aquatic Science, Food Science and Technology from a recognized University;
- iii) Master's Degree in Fisheries, Natural Resource Management, Environmental Management/Science, Physical Sciences, Chemistry, Fisheries Studies, Microbiology, Biological Sciences, Bio Chemistry, Zoology, Aquatic Science, Food Science and Technology or in a related field from a recognized University;

- iv) Professional qualification and membership to a professional body where applicable;
- v) Leadership course lasting not less than four (4) weeks from a recognized institution;
- vi) Proficiency in computer applications
- vii) Have knowledge and a clear understanding of the fisheries sector
- viii) Demonstrate a clear understanding of local, national, and international policies and regulatory frameworks governing the fisheries sector.
- ix) Fulfill the requirements of Chapter Six of the Constitution.

KEY COMPETENCIES AND SKILLS

- i. Analytical skills
- ii. Communication skills
- iii. Strategic and innovative thinking
- iv. Interpersonal skills
- v. Ability to mobilize resources
- vi. Negotiation skills

NB: Applicants must showcase that they possess the above competencies and Skills in their cover letters.



Dr. Samier Muravej
Chairman

Kenya Fisheries Service, Board of Directors