

JOB ADVERTISEMENT

The National Transport and Safety Authority (NTSA) is a State Corporation established through an Act of Parliament; Act Number 33 of 26th October 2012. The Authority is mandated to effectively manage the road transport sub-sector, minimizing road traffic accidents and loss of lives resulting therefrom.

NO.	POSITION	REFERENCE NUMBER
1.	DIRECTOR GENERAL	NTSA/ DG/BOD/11/2025

The Director General is the Chief Executive Officer (CEO) of the Authority and is responsible to the Board of Directors for the broad responsibilities of implementing the Authority's Vision, Mission and Mandate as stipulated in the NTSA Act, 2012. The Authority is seeking to recruit an individual who will provide strategic leadership to the Authority to deliver on its mandate and fulfil its Vision and Mission.

Key responsibilities include:

Strategic Functions

- 1) Provide leadership in implementing the Authority's business plans and strategy;
- 2) Oversee planning, development and execution of NTSA programmes, projects and operational plans as envisioned in the NTSA Act, 2012 for achieving the Authority's objectives;
- 3) Co-operating with lead agencies and organizations locally and globally in the Road Transport sub-sector;
- 4) Support the NTSA Board in articulating and promoting the Authority's Vision in line with its mandate, powers, functions, strategic objectives, reporting and compliance requirements;
- 5) Develop, execute and monitor the operational, financial, workforce and other plans in line with the Authority's mandate and strategic goals;
- 6) Safeguard the Authority's assets in line with legal requirements on utilization of public resources;
- 7) Establish a productive workplace culture that fosters staff engagement, satisfaction and wellbeing. This includes 'walking the talk' by actively practicing and modelling values that contribute to a productive culture;
- 8) Establish and manage the entity's reputation by building and maintaining a positive reputation for the organization that engenders trust and credibility;
- 9) Establish and manage relationships by establishing and managing communication and collaborations with other organizations in Government and private section in order to deliver on the organization's strategic objectives;
- 10) Identify and manage organizational risks arising from resource constraints, unexpected situations and changes in the operating environment that may prevent the organization from executing its mandate and achievement of strategic goals; and
- 11) Ensure implementation of the resolutions of the Board and interface between the Board and Management.

Operational Responsibilities

- 1) Establish a strong regulatory, advisory, enforcement and administrative platform for safety on Kenyan roads as stipulated in the NTSA Act, 2012;
- 2) Ensure the utilization of resources in line with the Public Finance Management Act, 2012 and other legal requirements guiding utilization of public resources;
- 3) Develop robust operational framework and systems on motor vehicle inspection in Kenya.
- 4) Develop and streamline systems and processes on the issuance of licenses;
- 5) Streamline registration of motor vehicles, develop robust processes and systems in Kenya's motor vehicle registry;
- 6) Develop and champion development of road safety policies in Kenya;
- 7) Take lead in the development, implementation and review of the Strategic Plan, business plans and operating budgets of the Authority;
- 8) Manage compliance and reporting by working with the NTSA Board and Management, to ensure compliance with relevant legislation such as the Public Finance Management Act, 2012 and other legal requirements; and
- 9) Provide accurate and timely advice and feedback to the NTSA Board, Management and other stakeholders on the organization's corporate, financial and operational performance.

Key qualification skills and experience:

- 1) A bachelor's and a master's degree in any of the following fields: Engineering, Business Management, Sciences, Technology, Commerce, Social Sciences, Education, Law, or any other related field from a recognized University;
- 2) At least 15 years' experience in public or private sector of which five (5) years should be at a senior management level;
- 3) Leadership course lasting not less than six (6) weeks from a recognized institution.
- 4) Visionary, self-driven, transformative and result-oriented strategic leader/thinker;
- 5) Highly accountable in decision making and of integrity;
- 6) Excellent interpersonal and networking abilities;
- 7) Ability to work in multi-cultural and multi-ethnic environment with sensitivity and respect for diversity and inclusion;
- 8) Excellent organizational, reporting, negotiation, resource mobilization and stakeholder management skills;
- 9) Good leadership, mentorship and coaching skills; and
- 10) Fulfil the requirements of Chapter 6 of the Constitution.

Interested and Qualified

Interested and qualified candidates should send their sealed applications by Registered post or Courier services attaching:

1. A detailed Curriculum Vitae (CV) , stating their current position, remuneration and telephone contact, names and contacts of three referees.
2. Copies of academic, professional certificates and testimonials.
3. Applicants must satisfy the requirements of Chapter 6 of the Constitution of Kenya by submitting valid copies of the following:
 - i) Tax Compliance Certificate from Kenya Revenue Authority (KRA)
 - ii) Report from a Credit Reference Bureau (CRB)
 - iii) Clearance Certificate from Ethics and Anti-Corruption Commission (EACC)
 - iv) Clearance Certificate from Higher Education Loans Board (HELB)
 - v) Certificate of Good Conduct from the Directorate of Criminal Investigations (DCI)

The Applications should be clearly marked **APPLICATION FOR DIRECTOR GENERAL REF: NTSA/ DG/BOD/11/2025** and should reach the undersigned on or before **28th November 2025 at 5.00pm.**

**The Chairman
National Transport and Safety Authority (NTSA)
P.O. Box 3602-00506,
NAIROBI**

NTSA is an equal opportunity employer committed to promotion of diversity, inclusion and gender equality in the workplace. Candidates are advised against any form of canvassing as this will lead to automatic disqualification. Only shortlisted candidates will be contacted