

VACANCIES

Kenya National Entrepreneurs Savings Trust Public Limited Company (KNEST Plc) a government-sponsored national pension scheme established to serve marginalized informal economy workers and managed under a state corporation registered under the Companies Act, 2012 (Cap. 486, Laws of Kenya), is seeking to recruit qualified and motivated professionals to fill the following vacant positions.

POSITION	GRADE	JOB REF. NO.	TERMS OF SERVICE	NUMBER OF POSTS
Deputy Director, Investment and Portfolio Management (Re-advertisement)	KNEST 3	FMA/003/25	5 YEARS CONTRACT RENEWABLE ONCE	1
Deputy Director, Fund Administration.	KNEST 3	DDFMD/014/25	5 YEARS CONTRACT RENEWABLE ONCE	1
Deputy Director, Finance & Accounts.	KNEST 3	DDFA/015/25	5 YEARS CONTRACT RENEWABLE ONCE	1
Senior Accounts Assistant	KNEST 7	SAA/016/25	PERMANENT AND PENSIONABLE	1
Senior Legal Assistant	KNEST 7	SLA/017/25	PERMANENT AND PENSIONABLE	1

- i. For further details and requirements for each role, please visit KNEST Plc website <https://knest.go.ke/en/informationcentre/careers>
- Successful candidates will be required to submit the following compliance documents in accordance with Chapter Six of the Constitution of Kenya (2010):
 - Valid Tax Compliance Certificate from Kenya Revenue Authority (KRA).
 - Clearance from the Ethics and Anti-Corruption Commission (EACC).
 - Clearance from the Higher Education Loans Board (HELB).
 - Credit Reference Bureau (CRB) clearance report.
 - Valid Certificate of Good Conduct from the Directorate of Criminal Investigations.

How to apply

- Applicants are advised to indicate the position and reference number on their cover letter; their current and expected salaries;
- Each application should be accompanied with a detailed curriculum vitae, copies of relevant academic and professional certificates and transcripts, National Identity Card or Passport, testimonials and other relevant supporting documents;
- Hard or Soft Copy applications shall be accepted;
- Soft copy applications/ online applications should be emailed in pdf format (as one running document) to: recruitment@knest.go.ke
- Hard copy applications should be addressed to:

Chief Executive Officer
KNEST Plc
P.O Box 30007-00100
Nairobi

17th Floor National Bank Building, Harambee Avenue and dropped in the recruitment box on 17th Floor National Bank Building, Harambee Avenue.

N/B:

- All applications should be received not later than **15th December 2025 at 5:00 pm, EAT.**
- The position applied for with the corresponding Job Ref No. should clearly be indicated on the envelop.
- All hand delivered applications should be registered at the KNEST Plc reception before dropping in the recruitment box.
- Only shortlisted candidates will be contacted.