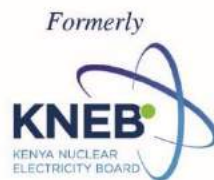


**RE-ADVERTISEMENT**  
**CAREER OPPORTUNITY AT THE NUCLEAR POWER AND ENERGY**  
**AGENCY**

**NUCLEAR POWER AND ENERGY**  
**AGENCY (NuPEA)**



The Nuclear Power and Energy Agency, formerly Kenya Nuclear Electricity Board (KNEB), is a State Corporation established under the Energy Act 2019. It is charged with the responsibility of promoting and implementing Kenya's Nuclear Power Programme, carrying out research and development for the energy sector.

Towards attainment of its mandate, the Nuclear Power and Energy Agency shall develop policies and legislation, undertake public education and awareness, identify suitable sites for the construction of Nuclear Power Plants; carry out research, development and innovation on energy technologies as well as capacity building for the energy sector.

The Board of Directors seeks to recruit dynamic and competent officers to fill the following positions:-

# **1. DIRECTOR NUCLEAR ENERGY INFRASTRUCTURE DEVELOPMENT (JOB REF NO. NuPEA/HR/DNED)/1/2019)**

## **a) Job Summary**

Reporting to the Chief Executive Officer, the job holder will be responsible for providing leadership and direction towards development, implementation and review of strategic goals, policies and plans necessary for establishment and successful implementation of Kenya's Nuclear Power Programme by;

- (i) Overseeing development, implementation and monitoring of strategies, policies and plans for nuclear development in Kenya;
- (ii) Carrying out technical studies related to development and implementation of Kenya's Nuclear Power Programme;
- (iii) Overseeing the development and implementation of a framework and criteria for siting of nuclear power plants in Kenya;
- (iv) Overseeing development, implementation and monitoring of strategies, policies and plans for Human Resource Development for Kenya's Nuclear Power Programme;
- (v) Overseeing establishment and implementation of partnerships aimed at human and institutional capacity building for the development of the Nuclear Power Programme.

In the execution of this assignment, the Director, Nuclear Energy Infrastructure Development will be expected to ensure and uphold exemplary Corporate Governance in line with the Government's values and promote a robust performance-driven culture.

## **b) Academic and Professional Qualifications**

Candidates must have the following qualifications: -

- (i) Relevant Bachelor's degree in Engineering from a recognized institution.
- (ii) Master's degree in relevant field.
- (iii) Be at least a corporate member of the Institution of Engineers of Kenya (IEK)
- (iv) Be a registered professional engineer with Engineers Board of Kenya with a valid practicing license.

**c) Related Job Experience**

Must have at least twelve (12) years' relevant work experience, eight (8) of which should be in a senior management position.

**d) Knowledge Skills and Competencies**

The candidate must possess the following skills and competencies:-

- (i) Demonstrable knowledge of the Energy Sector in Kenya;
- (ii) Demonstrable knowledge of the linkages between Kenya and the International Atomic Energy Agency (IAEA);
- (iii) Demonstrable knowledge of the Nuclear Power Programme;
- (iv) Demonstrate understanding of public service values;
- (v) Excellent leadership competencies including analytical skills, excellent organization and coordination skills and ability to make difficult decisions;
- (vi) Demonstrate distinguished leadership and people skills in public sector organization, management and operations;
- (vii) Meet the provisions of Chapter Six of the Constitution of Kenya;
- (viii) Strategic capability with proven ability to relate emerging global issues with the organization's mission, vision and strategy;
- (ix) Proven ability to build and manage effective teams;
- (x) Be detail oriented, have ability to meet deadlines, while delivering on high quality results.

**e) Terms of Service and Remuneration**

The appointment will be for a contractual term of three (3) years, renewable subject to effective performance and delivery of set targets.

The successful candidate will be offered a competitive remuneration package for the position.

## **2. DIRECTOR LEGAL & REGULATORY SERVICES AND COMPANY SECRETARY (JOB REF NO. NuPEA/HRA/DLRSC/03/2019)**

Reporting to the Chief Executive Officer, the Director Legal & Regulatory Services and Company Secretary will be responsible for developing, implementing and monitoring the legal and regulatory framework and offering Board secretarial services.

The specific responsibilities include the following:

- (i) Developing and advising on appropriate legal and regulatory framework for a successful Nuclear Power Programme in Kenya;
- (ii) Providing guidance and legal advice to the Chief Executive Officer, the Board of Directors and Management;
- (iii) Providing technical and strategic leadership in the development, implementation and review of the organisation's legal and policy framework;
- (iv) Advising on dispute prevention and resolution on all corporate legal issues;
- (v) Advising the organisation and the Board of Directors on regulatory compliance with government laws and regulations and ensuring compliance;
- (vi) Providing Board secretarial services, maintaining minutes and corporate documents;
- (vii) Coordinating development, implementation and review of good corporate governance within the organisation;
- (viii) Advising the management and the Board of directors on effective management of contracts.
- (ix) Perform any other duty as assigned by the CEO and the Board.

In the execution of this assignment, the Director Legal & Regulatory Services and Company Secretary will be expected to ensure and uphold exemplary Corporate Governance in line with the Government's values and promote a robust performance-driven culture.

### **a) Academic and Professional Qualifications**

Candidates must have the following:-

- (i) Bachelor's Degree in Law from a recognized university;
- (ii) Master's Degree in Law from a recognized university;
- (iii) Advocate of the High Court of Kenya;
- (iv) Certified Public Secretary of Kenya, CPS (K);
- (v) Member, Institute of Certified Public Secretary of Kenya (ICPSK) in good standing; and
- (vi) Member of the Law Society of Kenya in good standing.

### **b) Related Job Experience**

Must have at least twelve (12) years' relevant work experience, eight (8) of which should be in a senior management position.

### **c) Knowledge, Skills and Competencies**

The candidate must possess the following skills and competencies:-

- (i) Demonstrable knowledge of the Energy Sector in Kenya;
- (ii) Demonstrable knowledge of the linkages between Kenya and the International Atomic Energy Agency (IAEA);
- (iii) Demonstrable knowledge of the Nuclear Power Programme;
- (iv) Demonstrate understanding of public service values;
- (v) Excellent leadership competencies including analytical skills, excellent organization and coordination skills and ability to make difficult decisions;
- (vi) Demonstrate distinguished leadership and people skills in public sector organization, management and operations;
- (vii) Meet the provisions of Chapter Six of the Constitution of Kenya;
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- (ix) Proven ability to build and manage effective teams;
- (x) Be detail oriented, have ability to meet deadlines while delivering on high quality results.

#### **d) Terms of Service and Remuneration**

The appointment will be for a contractual term of three (3) years, renewable subject to effective performance and delivery of set targets.

The successful candidate will be offered a competitive remuneration package for the position.

#### **How to Apply**

Interested candidates for the above positions **MUST** submit copies of the following clearances and certificates:-

- i. Kenya Revenue Authority
- ii. Higher Education Loans Board
- iii. Ethics and Anti-Corruption Commission
- iv. Criminal Investigation Department (Certificate of Good Conduct).
- v. Credit Reference Bureau
- vi. Academic Certificates

Candidates who meet the above requirements should submit their applications so as to reach the address shown below (clearly stating the reference in the letter and on the envelope) by close of business on **28<sup>th</sup> June, 2019 by 5.00p.m** East African Time.

Applicants to include CVs with details of day-time contacts, current and expected salary, notice period required to take up appointment, names and contacts of three referees. Applicants must also attach copies of all Certificates/ Testimonials, and copy of National ID/Passport and Bio Data Form (to be downloaded from [www.nuclear.co.ke](http://www.nuclear.co.ke))

Applications can be sent through email, post or delivered to the following address:-

**Chief Executive Officer,**  
Nuclear Power & Energy Agency,  
KAWI COMPLEX, 2<sup>nd</sup> Floor,  
Popo Road, South C, along Red Cross Road,  
P.O. Box 26374-00100  
Nairobi.

Or emailed to:

- (i) [Recruitment\\_infrastructure@nuclear.co.ke](mailto:Recruitment_infrastructure@nuclear.co.ke) (for Director, Nuclear Energy Infrastructure Development)
- (ii) [Recruitment\\_companysecretary@nuclear.co.ke](mailto:Recruitment_companysecretary@nuclear.co.ke) (for Director Legal & Regulatory Services and Company Secretary)

Detailed job descriptions can be viewed at [www.nuclear.co.ke](http://www.nuclear.co.ke)

*Nuclear Power and Energy Agency is an Equal Opportunity Employer committed to diversity. Persons living with disability (PWD) who have the required qualifications and skills are encouraged to apply.*

*Applications without the relevant qualifications, copies of documents/details as sought will not be considered.*

*Any form of canvassing shall lead to automatic disqualification.*

*Only shortlisted candidates shall be contacted.*

