



REPUBLIC OF KENYA
THE SELECTION PANEL FOR THE
SELECTION OF NOMINEE FOR
APPOINTMENT AS CHAIRPERSON OF
THE SALARIES AND REMUNERATION
COMMISSION (SRC).



Salaries & Remuneration
Commission
Rewarding productivity

INVITATION FOR APPLICATIONS FOR POSITION OF
CHAIRPERSON OF THE SALARIES AND REMUNERATION
COMMISSION (SRC)

Pursuant to provisions of Article 230 (1) and 2 (a) of the Constitution as read with Section 4 (1) and (3) of the Salaries and Remuneration Commission Act, 2011 (No.10 of 2011), the Selection Panel invites applications from qualified persons to be considered for nomination for appointment as the **Chairperson** of the Salaries and Remuneration Commission (SRC).

(1) Requirements for Appointment

A person shall be qualified for appointment as a Chairperson of the Commission, if the person: -

- (a) holds a degree from a University recognized in Kenya;
- (b) has knowledge and at least ten (10) years' experience in matters relating to either;
 - (i) public management;
 - (ii) finance and administration;
 - (iii) human resource management;
 - (iv) economics; or
 - (v) labour laws;
- (c) has knowledge of labour market trends in Kenya as relates to income in the public and private sector;
- (d) meets the requirements of Chapter Six of the Constitution; and
- (e) has had a distinguished career in their respective fields.

(2) Functions of the Salaries and Remuneration Commission

The functions of the Salaries and Remuneration Commission are set out under Article 230(4) of the Constitution of Kenya as read with Section 11 of the Salaries and Remuneration Commission, Act, 2011.

(3) Duties and Responsibilities

The duties and responsibilities of the Chairperson include the following:

- (i) Ensure the Commission meets its mandate as outlined in Article 230(4) and 249 of the Constitution as read with Section 11 of the Salaries and Remuneration Commission, Act, 2011;
- (ii) Chair Commission meetings;
- (iii) Assist the Commission in policy formulation and ensure the Commission performs its duties according to the Constitution and the Act;
- (iv) Give strategic direction to the Commission as per the Constitution and other applicable laws;
- (v) Establish and maintain strategic linkages and partnerships with other stakeholders in the rule of law and other governance sectors.

(4) Disqualification for Appointment

A person shall not be qualified for appointment as the chairperson if the person;

- (a) is a member of Parliament or County Assembly;
- (b) is a member of the governing body of a political party;
- (c) is a member of a local authority;
- (d) is an undischarged bankrupt; or
- (e) has been removed from office for contravening the provisions of the Constitution or any other law.

(5) Tenure of Office

The Chairperson of the Commission shall be appointed for a single term of six (6) years and shall not be eligible for re-appointment.

(6) Terms of Service

- (a) Serve on a full-time basis;
- (b) Shall not participate in any other gainful employment; and
- (c) Remuneration and benefits for the position is as determined by the Salaries and Remuneration Commission.

(7) How to Apply

- (a) Each application should include a curriculum vitae of not more than six (6) pages (Times New Roman font 12), copies of relevant academic and professional certificates, national identity card or passport, together with relevant testimonials and supporting documents.
- (b) All applications should be clearly marked **"Application for the position of Chairperson, Salaries and Remuneration Commission"** and submitted in any of the following ways:
 - (i) Manual applications should be submitted in a sealed envelope and may be delivered physically to, **10th Floor Room 1011, Ministry of Public Service and Human Capital Development, Harambee House, Harambee Avenue, Nairobi, between 8.00 a.m. and 5.00 p.m. (East African Time), Monday to Friday.**
 - (ii) Online applications should be e-mailed to: selectionpanelsrc2024@psyg.go.ke
 - (iii) Posted applications should be addressed to:

The Chairperson

Selection Panel for the selection of nominees for appointment as Chairperson, Salaries and Remuneration Commission
P.O. Box 30050-00100 NAIROBI

Important information to note:

- (1) Names of all applicants, shortlisted candidates and interview schedule will be published in the Kenya Gazette, two daily newspapers and the Ministry of Public Service, Human Capital Development website; www.psyg.go.ke after the lapse of the application period.
- (2) Applicants are required to submit copies of valid clearance certificates from the following institutions;
 - (i) Ethics and Anti-Corruption Commission;
 - (ii) Higher Education Loans Board;
 - (iii) Kenya Revenue Authority;
 - (iv) Credit Reference Bureau;
 - (v) Commission for University Education; and
 - (vi) Directorate of Criminal Investigations (Certificate of Good Conduct).
 - 1) **Women, minorities, marginalized and persons with disabilities are encouraged to apply.**
 - 2) **Canvassing for this position will lead to automatic disqualification.**
 - 3) All applications must be received on or before **Monday, 23rd September, 2024, 5.00 p.m. (East African Time).**

Amos N. Gathecha, EBS, 'ndc'(K)

Chairperson

Selection Panel for the selection of nominees for appointment as Chairperson of the Salaries and Remuneration Commission.