



KENYA MARITIME AUTHORITY

JOB ADVERTISEMENT- DIRECTOR GENERAL

Kenya Maritime Authority is a State Corporation whose mandate is to **regulate, coordinate and oversee** maritime affairs as guided by the Kenya Maritime Authority Act, 2006, the Merchant Shipping Act, 2009 and relevant Maritime International Conventions.

The Authority is seeking to recruit a highly competent, proactive and self-driven individual to fill the following vacant position:

S/No.	Position	Reference	Grade (JG)	Post
1.	Director General	KMA/DG/1/4/25	KMAG 1	1

Interested applicants are requested to visit our website www.kma.go.ke for more information about the vacancies.

Applicants are advised to indicate the position and reference number on their cover letter.

How to apply

- 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.
- An applicant must clearly indicate the reference number for the position applied for and submit in either of the following ways:

- Hard copy applications** for position should be addressed to the Chairman Board of Directors, Kenya Maritime Authority (*a recruitment box and a register marked applications for the position of Director General will be placed at the Bahari Towers, reception - on ground floor*).
- Online applications should be emailed in **pdf format** (*as one running document*) **to:** chairman-1@kma.go.ke
- Post applications should be sent to:
Chairman Board of Directors,
Kenya Maritime Authority,
Bahari Towers along Mbaraki Road (next to the Little Theatre)

P.O. Box 95076 – 80104,
MOMBASA.

Note:

- Canvassing in any form or failure to attach any of the stipulated documents will lead to automatic disqualification.
- Successful candidates will be required to submit valid compliance certificates from Kenya Revenue Authority, a registered Credit Reference Bureau, Higher Education Loans Board and a certificate of good conduct from the Directorate of Criminal Investigations.
- Successful candidates must adhere to the provisions on Leadership and Integrity as enshrined in Chapter VI of the Constitution of Kenya, 2010.
- Kenya Maritime Authority is an equal opportunity employer and any qualified employee including persons with disabilities and women are encouraged to apply.
- Only shortlisted candidates will be contacted.

N/B: The applications should reach the Authority on or before 1700hrs 12th May, 2025.



KENYA MARITIME AUTHORITY

JOB ADVERTISEMENT-DUTIES

DIRECTOR GENERAL – 1 POST
Grade: KMAG 1
Terms of Service: Contract
Remuneration (kshs.): <i>Basic salary: 260,000.00 to 460,000.00, House allowance:80,000.00, Other remunerative allowance: 60,000.00</i>
Job purpose The Director General /Chief Executive Officer (CEO) shall responsible for the day-to-day management and coordination of activities in the Authority, subject to the general direction of the Board.

Job Description

Duties and Responsibilities;

- i. Be the Accounting officer of the Authority responsible for the day-to-day management and operations of the Authority and shall have control over all personnel and other activities of the Authority.
- ii. ensure that the provisions of the Kenya Maritime Authority, Act and any rules and regulations made thereunder are complied with to the extent necessary in the interest of the maritime sector;
- iii. encourage and foster the safe development of maritime matters in Kenya waters;
- iv. plan, develop and formulate safe and efficient utilization of the Kenya ocean space;
- v. acquire, establish and improve ocean navigation facilities where necessary within the limits of available appropriation;
- vi. facilitate establishment a school or schools for the purpose of offering instruction and training in matters related to the maritime industry;
- vii. promulgate rules and procedures governing the notification and reporting of accidents and incidents involving ships so as to facilitate investigations;
- viii. use, with their consent, the available services, equipment and facilities of other agencies and to co-operate with those agencies in the establishment, and use of services, equipment and facilities of the Authority;
- ix. monitor the deployment and utilization of the movable and immovable property of the Authority;
- x. Prepare the annual report and financial statement of the Authority.
- xi. Shall be an *ex officio* member of the Board.

- xii. Guide in the development of relevant national policies and legislation in regard to maritime sector;
- xiii. Facilitate the preparation and implementation of the Authority's strategic and annual work plans;
- xiv. Oversee the implementation of Authority's policies and plans governing the Authority in liaison with the Board and other relevant authorities;
- xv. Implement International Maritime Instruments which Kenya is a party;
- xvi. Report on the status of implementation of International Maritime Instruments which Kenya is a party;
- xvii. Facilitate regular reporting on the status of Kenya Maritime Authority;
- xviii. Foster conducive corporate culture that promotes ethical practices and good governance in line with the Constitution of Kenya;
- xix. Create a corporate environment that attracts, retains and motivates employees to perform.
- xx. Provide leadership in the development of the Authority's programs and assure quality program and organizational stability through development and implementation of standards and controls, systems and procedures, regular evaluation and performance management system;
- xxi. Develop and oversee efficient and effective strategies for recruitment, selection retention and evaluation of staff;
- xxii. Promote values and principles as spelt out in Articles 10 and 232 of the Constitution of Kenya in the operations of the Authority.
- xxiii. Leverage on ICT for efficient service delivery
- xxiv. Leverage on communication to promote the Authority's Mandate
- xxv. Provide the Strategic Direction of the Management
- xxvi. Provide advisory to the Ministry through the Principal Secretary on emerging areas of policy

Person Description

- i. Bachelor's degree in a relevant field from a recognized University;
- ii. Masters in a relevant field Degree from a recognized University is an added advantage;
- iii. A minimum period of ten (10) years' relevant work experience, five (5) years of which must be in Senior Management;
- iv. Professional qualification and membership to a professional body where applicable;
- v. Strategic Leadership course from a recognized institution or its equivalent;
- vi. Proficiency in computer applications
- vii. Have knowledge and a clear understanding of the maritime sector

- viii. Demonstrate a clear understanding of local, national and international conventions and treaties governing maritime affairs
- ix. Fulfil the requirements of Chapter Six of the Constitution.

Key Competencies and Skills

- i. Strong analytical skills
- ii. Communication skills
- iii. Strategic and innovative thinking
- iv. Strong interpersonal skills
- v. Ability to mobilize resources
- vi. Negotiation skills