



## KENYA RURAL ROADS AUTHORITY

### VACANCIES

Reference is made to the two Notices on the subject, as published in the *MyGov* on **23<sup>rd</sup> December 2025, Issue No. 26/2025-2026**.

It has come to our attention that the submission date was incorrectly published as being 13<sup>th</sup> January, 2025, instead of 13<sup>th</sup> January, 2026.

The Authority wishes to hereby clarify to all interested applicants that the submission deadline is **13<sup>th</sup> January, 2026 by 5:00 PM** as was indicated in the detailed Notice published in the Authority's Website on 23<sup>rd</sup> December, 2025.

Full details of the vacancies remain available on the Kenya Rural Roads Authority website [www.kerra.go.ke](http://www.kerra.go.ke). (<https://kerra.go.ke/job-vacancies/>).

All enquiries should be sent to [recruitmentenquiries@kerra.go.ke](mailto:recruitmentenquiries@kerra.go.ke).

## **INDENT ON JOB ADVERTISEMENT.**

### **SHORT VERSION**

The Kenya Rural Roads Authority (KeRRA), is a State Corporation under the Ministry of Roads & Transport established under the Kenya Roads Act, 2007 and charged with the mandate to develop, manage, maintain and rehabilitate rural roads.

Pursuant to the provisions of the Act the Board of Directors invite applications from suitably qualified Kenyan Citizens who wish to be considered for the positions at Kenya Rural Roads Authority (KeRRA). The positions are as listed below; (Grade 1 & 2) three-year contract and (Grade 3) on permanent and pensionable terms of service.

<b>S/No</b>	<b>Position</b>	<b>Grade</b>	<b>Reference Number</b>	<b>No. of vacancies</b>	<b>Terms of Service</b>	<b>Period (Years)</b>
1.	Director General	1	KeRRA/DG/01/2025	1	Contract	3
2.	Director Internal Audit	2	KeRRA/DIA/02/2025	1	Contract	3
3.	Deputy Director – Roads	3	KeRRA/DDR/03/2025	9	Permanent & Pensionable	N/A
4.	Deputy Director - Enterprise Risk Management	3	KeRRA/DDERM/04/2025	1	Permanent & Pensionable	N/A
5.	Deputy Director - Planning	3	KeRRA/DDP/05/2025	1	Permanent & Pensionable	N/A
6.	Deputy Director – Legal Affairs	3	KeRRA/DDLA/06/2025	1	Permanent & Pensionable	N/A
7.	Deputy Director - Survey	3	KeRRA/DDS/07/2025	1	Permanent & Pensionable	N/A
8.	Deputy Director – Supply Chain Management	3	KeRRA/DDSCM/08/2025	1	Permanent & Pensionable	N/A
9.	Deputy Director – Research & Innovation	3	KeRRA/DDRI/09/2025	1	Permanent & Pensionable	N/A
10.	Deputy Director- Administration	3	KeRRA/DDA/10/2025	1	Permanent & Pensionable	N/A
<b>Total</b>				<b>18</b>		

Terms and conditions of service for the advertised positions shall apply as per the approved Human Resource Instruments of the Authority.

### **How to apply:**

Interested applicants should email their duly signed application letter, updated curriculum vitae indicating names of at least three (3) professional referees, copies of academic certificates, professional certificates and the national identity card, with the job title and job reference as the subject of the email, on or before **13<sup>th</sup> January, 2026**.

Details of the job description and requirements are provided on our website [www.kerra.go.ke](http://www.kerra.go.ke).

All applications should be submitted **ONLINE** to [managementrecruitment@kerra.go.ke](mailto:managementrecruitment@kerra.go.ke) letter indicating the specific position and reference number and should be addressed to:

**The Chairman - Board of Directors  
Kenya Rural Roads Authority,  
P.O Box 48151-00100,  
Nairobi-Kenya.**

Successful candidates **MUST** satisfy the requirements of Leadership and Integrity set out in Chapter Six (6) of the Constitution of Kenya, 2010 and shall be required to present the following documents before the offer letter.

- i. Tax Compliance Certificate from Kenya Revenue Authority (**TCC**);
- ii. Certificate of clearance from Higher Education Loans Board (**HELB**);
- iii. Certificate of good conduct from the Directorate of Criminal Investigations (**DCI**);
- iv. Dully filled and stamped Self-Declaration/Clearance from the Ethics and Anti-Corruption Commission (**EACC**); and
- v. Clearance certificate from approved Credit Reference Bureau (**CRB**).

Please note that **HARD COPY APPLICATIONS WILL NOT BE ACCEPTED**. Only shortlisted candidates will be contacted.

*Kenya Rural Roads Authority is an equal opportunity employer committed to diversity, gender equality and Persons with Disabilities (PWD) are encouraged to apply. Any form of canvassing will lead to automatic disqualification.*

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### **SHORT VERSION**

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Pursuant to the provisions of the Act the Board of Directors invite applications from suitably qualified Kenyan Citizens who wish to be considered for the positions at Kenya Rural Roads Authority (KeRRA). The positions as listed below are (Grade 4-12) of permanent and pensionable terms of service.

<b>S/No</b>	<b>Position</b>	<b>Grade</b>	<b>Reference Number</b>	<b>No. of vacancies</b>
1.	Assistant Director - Roads	4	KeRRA/ADR/11/2025	5
2.	Assistant Director - Planning	4	KeRRA/ADP/12/2025	1
3.	Assistant Director – QA & Compliance	4	KeRRA/ADQAC/13/2025	1
4.	Assistant Director – Social Safeguards	4	KeRRA/ADSS/14/2025	1
5.	Assistant Director – Legal Affairs	4	KeRRA/ADLA/15/2025	1
6.	Assistant Director - Finance and Accounts	4	KeRRA/ADFA/16/2025	4
7.	Assistant Director - Administration	4	KeRRA/ADA/17/2025	1
8.	Assistant Director – Internal Audit	4	KeRRA/ADIA/18/2025	1
9.	Assistant Director Public Affairs & Communication	4	KeRRA/ADPAC/19/2025	1
10.	Assistant Director – Human Resource Management & Development	4	KeRRA/ADHRMD/20/2025	1
11.	Principal Legal Officer	5	KeRRA/PLO/21/2025	1
12.	Principal Engineer	5	KeRRA/PE/22/2025	25
13.	Principal ICT Officer (Network & Infrastructure)	5	KeRRA/PICTON/23/2025	1
14.	Principal ICT Officer (Database & Applications)	5	KeRRA/PICTOD/24/2025	1
15.	Principal Public Affairs and Communication	5	KeRRA/PPAC/25/2025	1
16.	Principal HRM & D	5	KeRRA/PHRMD/26/2025	1
17.	Principal Administration Officer	5	KeRRA/PAO/27/2025	1
18.	Principal Supply Chain Management Officer	5	KeRRA/PSCMO/28/2025	10
19.	Principal Sociologist	5	KeRRA/PS/29/2025	1
20.	Principal Planning Officer (ERM)	5	KeRRA/PPOERM/30/2025	1
21.	Senior Planning Officer	6	KeRRA/SPO/31/2025	3
22.	Senior Engineer	6	KeRRA/SE/32/2025	23
23.	Senior Legal Officer	6	KeRRA/SLO/33/2025	1
24.	Senior Knowledge Management Officer	6	KeRRA/SKMO/34/2025	1

S/No	Position	Grade	Reference Number	No. of vacancies
25.	Principal Library Assistant	5	KeRRA/PLA/35/2025	1
26.	Principal Accountant	5	KeRRA/PA/36/2025	5
27.	Principal Internal Auditor	5	KeRRA/PIA/37/2025	3
28.	Senior Accountant	6	KeRRA/SA/38/2025	5
29.	Senior Internal Auditor	6	KeRRA/SIA/39/2025	3
30.	Senior HRM & D Officer	6	KeRRA/SHRMD/40/2025	2
31.	Senior Environmentalist	6	KeRRA/SENV/41/2025	1
32.	Legal Officer II/I	8/7	KeRRA/LO/42/2025	2
33.	Planning Officer II/I	8/7	KeRRA/PO/43/2025	3
34.	Planning Officer II/I (ERM)	8/7	KeRRA/POERM/44/2025	1
35.	ICT Officer II/I	8/7	KeRRA/ICTO/45/2025	2
36.	HRM & D Officer	8/7	KeRRA/HRMDO/46/2025	2
37.	Engineer	7	KeRRA/E/47/2025	25
38.	Public Affairs & Communication Officer II/I	8/7	KeRRA/PACO/48/2025	3
39.	Environmentalist II/I	8/7	KeRRA/ENV/49/2025	1
40.	Sociologist II/I	8/7	KeRRA/SOCIO/50/2025	1
41.	Surveyor II/I	8/7	KeRRA/SURV/51/2025	11
42.	Assistant ICT Officer III/II	8/7	KeRRA/AICTO/52/2025	3
43.	Assistant Records & Information Management Officer III/II	9/8	KeRRA/ARIMO/53/2025	1
44.	Principal Supply chain Management Assistant	5	KeRRA/PSCMA/54/2025	1
45.	Senior Supply chain Management Assistant	6	KeRRA/SSCMA/55/2025	23
46.	Engineering Technician I	7	KeRRA/ET/56/2025	30
47.	Senior Office Administrator	6	KeRRA/SOA/57/2025	7
48.	Assistant Office Administrator	8/7	KeRRA/AOA/58/2025	5
49.	Driver III/II	11/10	KeRRA/D/59/2025	30
50.	Accountant II/1	8/7	KeRRA/A/60/2025	26
51.	Internal Auditor II/I	8/7	KeRRA/IA/61/2025	2
52.	Senior Customer Care Assistant	6	KeRRA/SCCA/62/2025	1
53.	Customer Care Assistant I	7	KeRRA/CCA/63/2025	1
54.	Legal Clerk III/II	9/8	KeRRA/LC/64/2025	1
				<b>290</b>

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P.O Box 48151-00100,  
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**I. PRINCIPAL PUBLIC AFFAIRS & COMMUNICATION OFFICER - KeRRA  
GRADE 5 (1 VACANCY)**

**(a) Job Specification**

**Duties and responsibilities at this level will entail:**

- (i) Contributing to the development of appropriate activities, programs and strategies on communication;
- (ii) Planning and executing the Authority's participation in key corporate events;
- (iii) Reviewing communication, branding and messaging for mass dissemination
- (iv) Preparing and producing statutory reports and other publications;
- (v) Establishing and maintaining regular contact with media practitioners to enhance goodwill and positive coverage for the Authority;
- (vi) Organizing press conferences and high-level media engagement opportunities for the Authority
- (vii) Reviewing the Corporate Brand Identity Manual for conformity
- (viii) Identifying and recommending branding and publicity opportunities
- (ix) Overseeing content placement, editing and maintenance of the intranet;
- (x) Implementing stakeholder management strategies
- (xi) Handling stakeholder feedback, analyzing periodic reports and overseeing improvements on the same.
- (xii) Reviewing of media monitoring reports and analysis
- (xiii) Establishing and maintain regular contact with media houses with a view to enhance goodwill and positive coverage for the Authority;
- (xiv) Reviewing, editing and overseeing website and social media content;
- (xv) Preparing, editing and producing, speeches, reports and other publications;
- (xvi) Identification of reputation risks, controls and gaps in the Authority;

**(b) Job Specifications**

**For appointment to this grade, an officer must have: -**

- (i) Cumulative service period of nine (9) years relevant work experience, three (3) of which should have been at the grade of Senior Corporate Communication Officer or in a comparable position.
- (ii) Bachelor's degree in Public Relations, Journalism, Communication, or its equivalent from a recognized institution;
- (iii) Management Course lasting not less than four (4) weeks from a recognized institution;
- (iv) Membership to a relevant professional body and in good standing where applicable;

- (v) Proficiency in computer applications;
- (vi) Shown merit and ability as reflected in work performance and results.