



ADVERTISEMENT OF VACANCIES

Kenya National Bureau of Statistics (KNBS) is a corporate body established under the Statistics Act (2006). It is the principal Government agency responsible for the collection, compilation, analysis, publication and dissemination of official statistical information and its custody. It also oversees the coordination, supervision and development of programmes within the National Statistical System (NSS).

Kenya National Bureau of Statistics invites applications from suitably qualified and experienced individuals with excellent credentials to fill the following positions:

Job Title:	Senior Manager, National Statistical System
KNBS:	Level 3
Ref:	KNBS/SMNSS/19/2022

No. of Positions: 1

Monthly Remuneration:

Basic Salary ~ Kshs. 169,380 ~ Kshs. 236,460

House allowance – Kshs. 50,000

Commuter allowance: Kshs. 20,000

Extraneous Allowance: Kshs 30,000

Terms of Employment: Permanent and Pensionable

Job Purpose: Reporting to the Director, Statistical Coordination and Methods, the job holder will be responsible for planning, implementing, coordinating, and monitoring activities in the National Statistical System Division.

Key Responsibilities

- i. Mapping and maintenance of the National Statistical System (NSS) institutions' register within the official data ecosystem;

- ii. Supervising the development and production of statistics across the National Statistical System;
- iii. Supervising the development, review and harmonisation of the national strategy for development of statistics for the National Statistical System;
- iv. Supervising the development and production regular thematic National Statistical System statistical abstract and bulletin;
- v. Overseeing the harmonisation and production of data and statistics pertaining to statistical information provided by various institutions;
- vi. Coordinating and collaborating with various stakeholders to identify the data gaps in the National Statistical System;
- vii. Monitoring of data quality across the National Statistical System;
- viii. Supervising Statistics Sector Committees responsible for production of statistics in National Statistical System institutions;
- ix. Supervising the preparation and review of guidelines for designating statistics as official;
- x. Initiating the development and updating the review of the compendium in accordance with international standards.
- xi. Sensitization of stakeholders on harmonised concepts, definitions, classifications and methodologies for use in NSS;
- xii. Managing and developing staff within the Division;
- xiii. Reporting on the performance of the Division;
- xiv. Any other duties lawfully assigned by the supervisor.

Requirements for Appointment

- i. Must have served in the grade of Manager, Statistics or equivalent position for a minimum period of three (3) years;
- ii. Must have a Bachelor Degree in any of the following disciplines: ~; Statistics; Economics, Mathematics; or any related qualifications from a recognized institution;
- iii. Must have a Master Degree in any of the following disciplines: - Statistics; Economics , Mathematics or any other related qualifications from a recognized institution;
- iv. Must have a Certificate in Strategic Leadership Development Program lasting not less than six (6) weeks or any other related qualifications from a recognized institution;
- v. Must be adept with appropriate computer skills;
- vi. Must have analytical, financial and human resource management skills;
- vii. Must be able to work in a collaborative team environment.

Job Title: Senior Manager, Demography
KNBS: Level 3
Ref: KNBS/SMD/20/2022

No. of Positions: 1

Monthly Remuneration:

Basic Salary ~ Kshs. 169,380 - Kshs. 236,460

House allowance – Kshs. 50,000

Commuter allowance: Kshs. 20,000

Extraneous Allowance: Kshs 30,000

Terms of Employment: Permanent and Pensionable

Job Purpose: Reporting to the Director, Population and Social Statistics, the job holder will be responsible for planning, implementing, coordinating, and monitoring activities in the Demography Division.

Key Responsibilities

- i. Coordinating preparation of Population and Housing Census proposals;
- ii. Initiating the design and review of Census and Demographic surveys and vital statistics data collection tools;
- iii. Constituting relevant survey and Census Management Committees;
- iv. Supervising the preparation and dissemination of Census & survey Information, Education and Communication (IEC) materials;
- v. Overseeing preparation of Census and survey data editing specifications and tabulation plans;
- vi. Supervising evaluation and validation of Census, survey data and indicators;
- vii. Embracing emerging methodologies in management of population and demographic statistics;
- viii. Monitoring and evaluating the process of compiling population, demographic and vital statistics;
- ix. Supervising the preparation of Census and surveys analysis framework;
- x. Overseeing evaluation and validation of Census data;
- xi. Spearheading the preparation of reports on population Census, surveys and vital statistics;
- xii. Coordinating dissemination of reports on population and demographic, statistics.
- xiii. Managing and developing staff within the Division;
- xiv. Reporting on the performance of the Division;
- xv. Any other duties lawfully assigned by the supervisor.

Requirements for Appointment

- i. Must have served in the grade of Manager, Demography or equivalent position for a minimum period of three (3) years;
- ii. Must have a Bachelor Degree in any of the following disciplines: - Demography; Population Studies; Statistics; Mathematics; or any other related qualifications from a recognized institution;
- iii. Must have a Master Degree in Demography; Population Studies or any other related qualifications from a recognized institution;
- iv. Must have a Certificate in Strategic Leadership Development Program lasting not less than six (6) weeks or any other related qualifications from a recognized institution;
- v. Must be adept with appropriate computer skills;
- vi. Must have analytical, financial and human resource management skills;
- vii. Must be able to work in a collaborative team environment;

Applicants should fill and submit a copy of the employment application form **Ref. KNBS/F/93/29** which is available on the KNBS website www.knbs.or.ke accompanied by copies of academic, professional and other relevant certificates, transcripts and testimonials. The reference number for the post applied for should be clearly marked on the envelope and addressed to:

**The Director General
Kenya National Bureau of Statistics
P. O. Box 30266 – 00100
Real Towers, Upper Hill, 4th floor Registry
Hospital Road
NAIROBI**

Applications must be received not later than **2nd September 2022** and only shortlisted candidates will be contacted.

KENYA NATIONAL BUREAU OF STATISTICS IS AN EQUAL OPPORTUNITY EMPLOYER.

PERSONS WITH DISABILITIES, THE MARGINALISED AND THE MINORITIES ARE ENCOURAGED TO APPLY

DIRECTOR GENERAL