



REPUBLIC OF KENYA



**EPZA**  
EXPORT PROCESSING  
ZONES AUTHORITY | KENYA  
Your Investment & Trade Partner

## EXPORT PROCESSING ZONES AUTHORITY

### CAREER OPPORTUNITIES

Export Processing Zones Authority (EPZA) is a State Corporation established by the Government of Kenya through an Act of Parliament – the Export Processing Zones Act (Cap 517 of the Laws of Kenya) with the core mandate to provide for the promotion and facilitation of export-oriented investments and the development of an enabling environment for such investments.

Pursuant to this objective, EPZA is seeking to recruit highly motivated visionary, dynamic and results oriented candidates to fill the undermentioned positions:

#### EXTERNAL - ADVERTISEMENT

S/ No	Position	No. of Posts	Job Group	Terms of service	Job Ref No.
1	Assistant Manager Legal Services	1	4	4 years Contract	EPZA 5/01/2022

#### Application Requirements

Suitably qualified candidates should apply in confidence using the Job Application Form (**the form can be downloaded from the "Careers" section at [www.epzakenya.com](http://www.epzakenya.com)**) indicating the Job Reference Number on the Job Application Form and on the subject of the email and attach a detailed curriculum vitae, copies of academic and professional certificates, testimonials and national identity card.

Application should be sent via e-mail to [careers@epzakenya.com](mailto:careers@epzakenya.com) addressed to **A.g Chief Executive Officer, Export Processing Zones Authority, Administration Building, Viwanda Road, Off Nairobi-Namanga Road, Athi River, P.O Box 50563-00200, NAIROBI.**

All applications should be sent online in pdf format to the email address provided above and be received not later than **Monday 7<sup>th</sup> February, 2022 at 11.59 p.m. East Africa Time.**

Please visit the career page on our website [www.epzakenya.com](http://www.epzakenya.com) for detailed job descriptions.

#### Additional requirements

Candidates shortlisted for interviews for the above position will be required to submit the following valid documents:

1. **Tax Compliance Certificate from Kenya Revenue Authority (KRA)**
2. **Clearance Certificate from Higher Education Loans Board (HELB)**
3. **Certificate of Good Conduct from the Directorate of Criminal Investigation (DCI)**
4. **Clearance Certificate from the Ethics and Anti-Corruption Commission (EACC)**
5. **Clearance Certificate from Credit Reference Bureau (CRB)**

Export Processing Zones Authority is an equal opportunity employer committed to diversity and gender equality. Women and persons with disability are encouraged to apply. Please note that only shortlisted candidates will be contacted. Any form of canvassing will lead to automatic disqualification.