



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

CAREER OPPORTUNITIES – RE-ADVERTISEMENT

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) for the promotion and facilitation of export-oriented investment and for 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:

RE-ADVERTISEMENT

S/ No	POSITION	No. of Posts	Job Group	Terms of service	Job Ref No.
1.	Assistant Manager Operations & Investor Support/Head of Region-Athi River, Nairobi and Eastern	1	EPZA 4	Permanent & Pensionable	EPZA/01/01/2024
2.	Assistant Manager, Investment Promotion (New Advertisement)	1	EPZA 4	Permanent & Pensionable	EPZA/02/01/2024
3.	Principal ICT Officer	1	EPZA 5	Permanent & Pensionable	EPZA/03/01/2024
4.	Human Resource Officer	1	EPZA 7	Permanent & Pensionable	EPZA/04/01/2024
5.	Assistant Office Administrator	1	EPZA 7	Permanent & Pensionable	EPZA/05/01/2024
6.	Human Resource Assistant	1	EPZA 9	Permanent & Pensionable	EPZA/06/01/2023
7.	Office Administrative Assistant	1	EPZA 9	Permanent & Pensionable	EPZA/07/01/2024
8.	Driver	3	EPZA 11	Permanent & Pensionable	EPZA/08/01/2024

Application Requirements

Suitably qualified candidates should apply **online** in confidence using the GOOGLE FORMS and clearly indicate the Job Reference and the job applied for. Job descriptions can be downloaded from the **'Careers' section at www.epzakenya.com**. Candidates should also attach a detailed curriculum vitae, copies of academic and professional certificates, testimonials and National Identity Card.

Additional Requirements

Successful candidates will be expected to fulfill the requirement of Chapter Six of the Constitution by providing originals of the following documents; Police Clearance Certificate from the Directorate of Criminal Investigations;

- Clearance/Compliance Certificate from Higher Education Loans Board (HELB);
- Tax compliance Certificate from Kenya Revenue Authority;
- Clearance from the Ethics & Anti-corruption Authority (EACC) and
- Clearance from Credit Reference Bureau (CRB).

All applications should be **filled and submitted not later than 29th January 2024 at midnight East Africa Time**. 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.