



Safeguarding Your Retirement Benefits

INDUSTRIAL ATTACHMENT/INTERNSHIP OPPORTUNITIES FY 2018/2019

The Retirement Benefits Authority (RBA) is established under the Retirements Benefits Act No. 3 of 1997 as a body corporate with the core statutory mandate to: regulate and supervise the establishment and management of retirement benefits schemes; protect the interests of members and sponsors of retirement benefits sector; promote the development of the retirement benefits sector; and to advise the Cabinet Secretary on the national policy to be followed with regard to retirement benefits schemes and to implement all Government policies relating thereto.

RBA Youth Internship/Industrial Attachment objective

The objective of the RBA Youth Internship/Industrial attachment program is to provide the youth with an opportunity for on-the job experience and to develop their ability to successfully take up employment opportunities in the financial services sector and related fields.

This Financial Year 2018/2019, the Authority intends to engage thirty (30) youths for skills transfer through internship/attachment for the period July 2018 to June 2019 in four cohorts as follows: July-September 2018: October - December 2018: January - March 2019: April - June 2019. Suitably qualified and interested candidates from Universities and Colleges are hereby requested to apply for the above opportunities. Successful candidates will be placed in the following Departments for a period of **three (3) months**:-

Distribution of attachment/internship opportunities

S/No.	Department	Distribution of Opportunities	
		Attachments	Internships
1.	Human Capital Development & Administration	1	1
2.	Legal Services	1	1
3.	Corporate Communications	2	1
4.	Procurement & Supply Chain	2	1
5.	Finance	2	1
6.	ICT	2	1
7.	Internal Audit & Risk Management	1	1
8.	Market Conduct	3	1
9.	Research & Strategy and;	3	1
10.	Supervision	3	1
	TOTAL	20	10

Basic Requirements

1. Industrial Attachment

- i. Application Letter;
- ii. Recommendation letter from the Institution and a copy of valid student ID;
- iii. Copies of academic transcripts;
- iv. Copy of National Identification card
- v. Personal accident insurance to cover for personal risks lasting for at least three (3) months;

- vi. Medical insurance cover by the National Hospital Insurance Fund (NHIF) or any other reputable medical insurance firm

2. Internship

- i. Application Letter;
- ii. A degree from a recognized university in the above disciplines;
- iii. Copies of academic transcripts;
- iv. Recommendation letter from the Institution;
- v. Be a Kenyan youth between 21 to 34 years of age;
- vi. Copy of National Identification card;
- vii. A valid certificate of good conduct from the Directorate of Criminal Investigations;
- viii. Personal accident insurance to cover for personal risks lasting for at least three (3) months;
- ix. Medical insurance cover by the National Hospital Insurance Fund (NHIF) or any other reputable medical insurance firm; and
- x. A copy of PIN certificate from Kenya Revenue Authority.

Application Procedure

If interested, **log in to our e-recruitment portal:** <http://recruitment.rba.go.ke/> from **24th July, 2018** and submit the online application so as to be received on or before **14th August, 2018**.

NB: The application/forwarding letter *On-line*, should be addressed to;

The Chief Manager, Human Capital & Administration
Retirement Benefits Authority
Rahimtulla Towers
P.O. Box 57733 - 00200,
NAIROBI

Please Note:

- a) The **Authority WILL NOT** offer employment after completion of the program.
- b) Incomplete applications **WILL NOT** be considered.
- c) Only shortlisted candidates will be contacted.

NB: The Authority is an equal opportunity employer and canvassing directly or indirectly will lead to disqualification.