REGISTRAR OF POLITICAL PARTIES – ONE (1) POST

Remuneration

Gross monthly Salary: Kshs. 650,000 (plus other benefits as determined by the Salaries and Remuneration Commission);

Requirements for Appointment

For appointment to this position, a candidate must:

(i) hold a degree from a university recognized in Kenya;

(ii) have proven knowledge and experience in any of the following fields:

(a) Finance;

(b) Management;

(c) Political science;

(d) Law;

(e) Governance;

(f) Public Administration;

(iii) have at least fifteen (15) years post qualification experience in the relevant areas of expertise;

(iv) have high moral character and integrity and has satisfied the requirements of Chapter Six of the Constitution.

Duties and Responsibilities

The duties and responsibilities of this Registrar shall be to:

(i) register, regulate, monitor, investigate and supervise political parties to ensure compliance with the Political Parties Act, 2011.

(ii) register, regulate, monitor, investigate and supervise political parties to ensure compliance with the Political Parties Act, 2011.

(iii) ensure publication of audited annual accounts of political parties;

(iv) verify and make publicly available the list of all members of political parties;

(v) maintain a register of political parties and the symbols of the political parties;

(vi) ensure and verify that no person is a member of more than one political party and notify the Commission of his findings; and

(vii) investigate complaints received under Political Parties Act, 2011.

The Assistant Registrar shall deputize the Registrar of Political Parties in the following duties and responsibilities:

Functions of the Assistant Registrar:

(i) register, regulate, monitor, investigate and supervise political parties to ensure compliance with the Political Parties Act, 2011.

(ii) register, regulate, monitor, investigate and supervise political parties to ensure compliance with the Political Parties Act, 2011.

(iii) ensure publication of audited annual accounts of political parties;

(iv) verify and make publicly available the list of all members of political parties;

(v) maintain a register of political parties and the symbols of the political parties;

(vi) ensure and verify that no person is a member of more than one political party and notify the Commission of his findings; and

(vii) investigate complaints received under Political Parties Act, 2011.

NOTE

(a) A person shall not be qualified for appointment as a Registrar or Assistant Registrar if the person has, at any time within the preceding five years, held office or stood for election as a Member of Parliament or a county assembly or as a member of a governing body of a political party.

(b) The Registrar and Assistant Registrars shall serve for a non-renewable term of six (6) years and shall not be eligible for re-appointment;

(c) The office of the Registrar shall be a State Office within the meaning of Article 260 of the Constitution.

HOW TO APPLY

Manual applications should be clearly marked “Application for Registrar of Political Parties” or “Application for Assistant Registrar of Political Parties” and addressed to:

THE SECRETARY/CEO
PUBLIC SERVICE COMMISSION
HARAMBEE AVENUE
P.O BOX 30095 – 00100 NAIROBI

Applications may be posted to OR hand delivered and signed for at the Commission Secretary’s Office on 4th Floor, Commission House, off Harambee Avenue.

Each application should be accompanied with detailed curriculum vitae (CV), a copy of the National Identity Card, and certified copies of academic and professional certificates.

Applications together with supporting documents may also be submitted online to: registrarp20@publicservice.go.ke so as to reach the Commission on or before Tuesday 2nd June 2020. Those who had applied earlier need not re-apply.

NB. This advertisement can also be accessed on the Commission’s website. www.publicservice.go.ke and is also running on radio and TV stations as required by law.