



**UNCLAIMED
FINANCIAL
ASSETS
AUTHORITY**

JOB OPPORTUNITY

CHIEF EXECUTIVE OFFICER & MANAGING TRUSTEE

Job Ref: UFAA/01/2025

Introduction

The Unclaimed Financial Assets Authority (UFAA) is a State Corporation established under the National Treasury pursuant to the Unclaimed Financial Assets Act No. 40 of 2011. UFAA's primary mandate is to receive, safeguard, and reunite unclaimed financial assets with their rightful owners on behalf of the Government.

Pursuant to the provisions of Section 42 of the UFAA Act, the Board of Directors seeks to recruit a competent, results-oriented, knowledgeable, visionary, and experienced professional for the position of Chief Executive Officer and Managing Trustee.

Job profile

The job holder shall be responsible to the Board of Directors, serve as an ex-officio member of the Board, and oversee the day-to-day management of the Authority to ensure its mandate is effectively fulfilled. The CEO will set and execute the Authority's overall strategy, drive a positive organisational culture, and provide dynamic leadership in the administration and enforcement of the UFAA Act, resource management, and financial stewardship.

For a detailed Job Description, visit UFAA's website www.ufaa.go.ke

Application procedure

Qualified and interested applicants who meet the requirements should submit their application consisting of a signed cover letter, up-to-date curriculum vitae, copies of academic and professional certificates and a valid identity card or passport in **HARD COPIES** or in **SOFT copy** to:

**The Chairman
Board of Directors
Unclaimed Financial Assets Authority
P.O. Box 28235-00200
Nairobi**

Online applications should be emailed in PDF format to ceorecruitment2025@ufaa.go.ke

Applications must be sent by registered post, email, or hand-delivered to the Authority's offices on the 2nd Floor, Pacis Centre, Westlands, off Waiyaki Way, to be received no later than **Monday, 31 March 2025, 5:00 PM**.

NB: Your application should be marked with the job reference and title on both the application letter and envelope.

RECEIVE. SAFEGUARD. REUNITE.