



REPUBLIC OF KENYA

KENYA REVENUE
AUTHORITY

Career Opportunities

The Kenya Revenue Authority (KRA) is the National Revenue Collection Agency for the Government of Kenya. Our Vision is: **“An agile Tax And Customs Revenue Agency facilitating voluntary compliance for all.”**

KRA is seeking to recruit results-oriented, self-driven, dynamic, and experienced individuals with high integrity to fill the following positions:

No.	VACANCY	VACANCY REF.
1.	Assistant Manager - Business Application Support – Customs & Border Control (C&BC)	AM/BA/5/25
2.	Assistant Manager – System Administration	AM/SA/5/25
3.	Assistant Manager – Large & Medium Taxpayers (LMT) and Micro & Small Taxpayers (MST)Projects	AM/P/5/25
4.	Assistant Manager – Capacity Management & Business Continuity	AM/CB/5/25
5.	Assistant Manager – Cyber Security Operations Centre	AM/CS/5/25
6.	Assistant Manager - Cloud Architecture & Technology Platform	AM/CA/5/25
7.	Assistant Manager – Data Governance	AM/DG/5/25
8.	Assistant Manager – Business Intelligence Platform Engineering	AM/BI/5/25
9.	Assistant Manager - Service Desk	AM/SD/5/25
10.	Assistant Manager – Library, User Services & Awareness	AM/LB/5/25

Detailed Job descriptions are posted on the KRA website.

Interested candidates are requested to visit KRA website at <https://www.kra.go.ke/careers> for full job descriptions and specifications and submit online applications for **Vacancies No. 1- 9** by **2nd June, 2025** and **Vacancy No. 10** by **9th June, 2025** 23:59hrs.

Please Note:

1. It is a criminal offence to present fake certificates/documents and to include incorrect information in the application.
2. Canvassing, falsifying or misrepresentation of qualifications will lead to automatic disqualification.
3. Only shortlisted and successful applicants will be contacted.
4. KRA is committed to affording equal employment opportunities to men and women, members of all ethnic groups and persons with disabilities. **People with disabilities, the marginalized and the minorities are therefore encouraged to apply.**
5. KRA does not charge any application, processing, interviewing, or any other fee at any stage of the recruitment process.

Additional Requirements:

Successful candidates will be expected to present the following in line with Chapter Six of the Constitution:-

1. Valid certificate of good conduct from the Directorate of Criminal Investigations.
2. Valid clearance certificate from Higher Education Loans Board (HELB).
3. Valid tax compliance certificate from Kenya Revenue Authority (KRA).
4. Current report from an approved Credit Reference Bureau (CRB).

Application Guidelines

Registration:

1. Go to <https://erecruitment.kra.go.ke/login> and then click on the '**Register**' button to start the application process. Use your personal/private email address (non-work email) to register.
2. After registration, you will receive an email enabling you to confirm your email address and complete your registration.

Log on:

1. After registration go to <https://erecruitment.kra.go.ke/login>
2. Key in your username and password then click on '**Log in**' to access your account.
3. After successful log in, the system will open the '**Applicant Cockpit**'.

Candidate Profile (To create or update applicant detail):

1. On the '**Applicant Cockpit**' page, go to the tab '**Candidate Profile**'.
2. Click on '**My Profile**' to create and update your profile (**Attach documents in PDF format**).
3. Follow the instructions to complete your profile.
4. The process will end by clicking the tab "**Overview and Release**".
5. Ensure you click the check box on the page to complete the profile.

Application process:

1. To view the open job postings, click on the tab '**Employment Opportunities**' on the '**Applicant Cockpit**' page.
2. Under the heading '**Job Search**' click the '**Start**' button to view all available vacancies.
3. Click on the Job posting to display the details of the position.
4. To apply for the position, click '**Apply**' button at the top of the page.
5. Follow the instructions to complete and submit your application.
6. Kindly note that all mandatory fields must be completed.
7. To complete the process of application, click the '**Send Application Now**' button after reviewing and accepting the '**Data Privacy Statement**'.

In case of any challenge or issues, please send your email query to kracareers@kra.go.ke

Apply for Tax Amnesty now!

www.kra.go.ke

Disclaimer: KRA notifies taxpayers that it will not accept responsibility for payments not received, credited and validated in the relevant KRA accounts. **Corruption Reporting:** +254 (0726) 986 668. **Email:** corruptionreporting@kra.go.ke. **Short Messaging Services (SMS):** Dial (*572#) or Text to 22572. **Contact Centre:** +254 (020) 4 999 999, +254 (0711) 099 999. **Email:** callcentre@kra.go.ke. **Complaints & Information Centre Hotlines:** +254 709 017 700 / 800. **Email:** cic@kra.go.ke



KRA CAREERS



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