

JOB ADVERTISEMENT

EXCITING CAREER OPPORTUNITY

Kenya Airports Authority (KAA) invites applications from results-oriented, visionary and transformational leaders to drive the Organisation in the delivery of its mandate and to fill the position of Managing Director/ CEO.

MANAGING DIRECTOR / CHIEF EXECUTIVE OFFICER, JOB GRADE S10

REF: MD/CEO/01/FEBRUARY/2026

a) Job Purpose

The Managing Director/ Chief Executive Officer (CEO) is the Accounting Officer and is responsible to the Board for day-to-day management and co-ordination of activities in the Authority; defining and executing strategy, generating revenue, engaging customers and stakeholders, managing risk and ensuring compliance, driving performance and growing talent.

Employment Terms: 3 Years Contract Renewable once

Reports to: Chairperson, Board of Directors

b) Key Duties and Responsibilities:

- i. Providing overall strategic leadership of the Authority in line with market and industry changes and through the senior management team, delivering the strategic intent and overseeing the day – to day running of the Authority;
- ii. Engaging with key stakeholders in the development and delivery of strategic customer, government and sector-wide aviation initiatives;
- iii. Presenting strategy, long term capital investment plans, annual budgets and procurement plans to the Board for deliberation and approval;
- iv. Providing sufficient, accurate and timely information on Authority's operations, financial status and overall performance to enable the Board fulfill its governance objectives;
- v. Driving maximum utilization and productivity from all Authority's assets, ensuring a positive return on all capital investment and operating expenditure, enhancing the balance between aeronautical and non – aeronautical revenues;
- vi. Ensuring the Authority has adequate systems and processes of accountability, risk management and internal control;
- vii. Ensuring that all the Authority's policies and operations adhere and conform to all legal, statutory and regulatory guidelines and in all undertakings the Authority's interests are prioritized and safeguarded.
- viii. Ensuring continuous improvement in the quality and value of services and products provided by the Authority;
- ix. Establishing and maintaining a high performance culture, driven by talented and competent staff who consistently deliver outstanding results; and
- x. Ensuring performance measures are designed to evaluate performance against the strategic plan.

c) Minimum Qualifications, Knowledge and Experience required for this position;

- i. A Bachelor's degree in Finance, Economics, Business Management, Marketing, Statistics, Engineering, Social Sciences or a related field from a recognized institution of higher learning;
- ii. Master's Degree from a recognized institution of higher learning;
- iii. Certification in Aviation will be an added advantage;
- iv. Minimum of ten(10) years working experience, five (5) of which will be in a senior management/ leadership position with hands on experience and direct responsibility for developing and implementing strategic plans, generating substantial revenues, managing significant capital and operational budgets and delivering positive cash flows and profits; and
- v. Leadership course lasting not less than four (4) weeks from a reputable institution.

d) Skills and Competencies

- i. Strong people management and influencing skills with the ability to build relationships;
- ii. Strategic thinker with good commercial acumen and the ability to identify economic opportunities in a changing environment and capitalize on them;
- iii. Demonstrate decisiveness and adaptability, the ability to drive change and transformation, a sense of urgency and a bias for action and be a high achiever;
- iv. Extensive experience on Organization Design and Implementation with proven track record of organization structures reviewed and implemented;
- v. Hands on experience in policy formulation and implementation with bias on Public Sector Policies; and
- vi. Be an outstanding communicator, have strong leadership, interpersonal and influencing skills, with the ability to build relationships with diverse stakeholders at all levels and cause positive outcomes.

Terms and Conditions of Service

The appointment shall be for a three (3) year contract term renewable once subject to satisfactory performance or attainment of mandatory retirement age whichever happens earlier.

Documents to be submitted by the Applicants

Application letter should be accompanied by a detailed Curriculum Vitae (CV) highlighting relevant experience, details of current and expected salary a daytime phone contact, email address, email and telephone contacts of three (3) referees, copies of relevant academic and professional certificates and copy of the National ID.

Application Criteria

The full details of the advertisement can be accessed on KAA Website <https://www.kaa.go.ke> under Careers Section for detailed job description, requirements for appointment and instructions on how to apply. Only shortlisted candidates will be required to submit the following clearance certificates as per the requirements of Chapter Six of the Constitution of Kenya 2010:

- i. **Police Clearance Certificate from the Directorate of Criminal Investigations**
- ii. **Clearance Certificate from Higher Education Loans Board (HELB)**
- iii. **Tax Compliance Certificate from Kenya Revenue Authority (KRA)**
- iv. **Clearance from the Ethics & Anti-corruption Authority (EACC)**
- v. **Report from an approved Credit Reference Bureau (CRB)**

The clearance certificates should be valid and current.

The self-declaration Form from EACC should indicate the respective position that is being applied for.

Only shortlisted and successful candidates shall be contacted. Shortlisted candidates shall be required to provide original National Identity Card, Academic and Professional Certificates during the interview.

Submission of Applications

Interested and qualified persons are requested to make their applications via electronic mail to chairman@kaa.go.ke or in hard copy quoting the Job Reference on the Email title line or on the envelope to:

Chairman, Board of Directors
Kenya Airports Authority
KAA Head Office, Airport North Road
P. O Box 19001-00501, Nairobi Kenya.

To be considered, your application must be received not later than **9th March, 2026 at 5.00pm East African Time.**

KAA is an Equal Opportunity Employer. Women, Persons with Disabilities, Minority & Marginalized Groups are encouraged to apply.

Canvassing in any form or failure to attach any of the stipulated documents shall lead to automatic disqualification.