



The KENYA INSTITUTE for PUBLIC  
POLICY RESEARCH and ANALYSIS

## KIPRA ADVERTISEMENT FOR VACANCIES

Kenya Institute for Public Policy Research and Analysis (KIPRA) is a State Corporation established by an Act of Parliament – KIPRA Act No. 15 of 2006, with a primary mandate of providing quality policy advice to the Government of Kenya, and other key stakeholders by conducting policy research and analysis and through capacity building, in order to contribute to the achievements of national long term development objectives. The Kenya Institute for Public Policy Research and Analysis invites applications from qualified candidates for the following Forty Three (43) positions:

S / No	Ref. No	Designation	Department/Division	Job Grade	No of Positions	Remarks
1	HR/7/DID/2025/01	DIRECTOR INTEGRATED SERVICES	DIRECTORATE OF INTEGRATED SERVICES	2	1	Readvertisement
2	HR/7/DDCB/2025/02	DEPUTY DIRECTOR	CAPACITY BUILDING	3	1	Readvertisement
3	HR/7/DDGOV/2025/03	DEPUTY DIRECTOR	GOVERNANCE	3	1	Readvertisement
4	HR/7/DDIESD/2025/04	DEPUTY DIRECTOR	IESD	3	1	Readvertisement
5	HR/7/DDMACRO/2025/05	DEPUTY DIRECTOR	MACROECONOMICS	3	1	Readvertisement
6	HR/7/DDPROD/2025/06	DEPUTY DIRECTOR	PRODUCTIVE SECTOR	3	1	Readvertisement
7	HR/7/DDSOCIAL/2025/07	DEPUTY DIRECTOR	SOCIAL SECTOR	3	1	Readvertisement
8	HR/7/DDSP/2025/08	DEPUTY DIRECTOR	STRATEGY AND PLANNING	3	1	Readvertisement
9	HR/7/DDTRADE/2025/09	DEPUTY DIRECTOR	TRADE AND FOREIGN POLICY	3	1	Readvertisement
10	HR/7/CS/2025/10	CORPORATION SECRETARY	LEGAL	3	1	Readvertisement
11	HR/7/PPAGOV/2025/11	PRINCIPAL POLICY ANALYST	GOVERNANCE	4	1	Readvertisement
12	HR/7/PPAIESD/2025/12	PRINCIPAL POLICY ANALYST	IESD	4	1	Readvertisement
13	HR/7/PPAMACRO/2025/13	PRINCIPAL POLICY ANALYST	MACROECONOMICS	4	1	Readvertisement
14	HR/7/PPAPRIV/2025/14	PRINCIPAL POLICY ANALYST	PRIVATE SECTOR	4	1	Readvertisement
15	HR/7/PPAPROD/2025/15	PRINCIPAL POLICY ANALYST	PRODUCTIVE SECTOR	4	1	Readvertisement
16	HR/7/PPASOC/2025/16	PRINCIPAL POLICY ANALYST	SOCIAL SECTOR	4	1	Readvertisement
17	HR/7/PPASP/2025/17	PRINCIPAL POLICY ANALYST	STRATEGY AND PLANNING	4	1	Readvertisement
18	HR/7/PPATRADE/2025/18	PRINCIPAL POLICY ANALYST	TRADE AND FOREIGN POLICY	4	1	Readvertisement
19	HR/7/PLO/2025/19	PRINCIPAL LEGAL OFFICER	LEGAL	4	1	Advertisement
20	HR/7/PIA/2025/20	PRINCIPAL INTERNAL AUDITOR	INTERNAL AUDIT	4	1	Readvertisement
21	HR/7/SPACB/2025/21	SENIOR POLICY ANALYST	CAPACITY BUILDING	5	1	Readvertisement
22	HR/7/SPAGOV/2025/22	SENIOR POLICY ANALYST	GOVERNANCE	5	1	Advertisement
23	HR/7/SPAMACRO/2025/23	SENIOR POLICY ANALYST	MACROECONOMICS	5	2	Advertisement
24	HR/7/SPAOED/2025/24	POLICY ANALYST/SENIOR	OFFICE OF EXECUTIVE DIRECTOR	5	1	Readvertisement
25	HR/7/SPAP/2025/25	SENIOR POLICY ANALYST	PARTNERSHIPS	5	2	Readvertisement
26	HR/7/SPAPROD/2025/26	SENIOR POLICY ANALYST	PRODUCTIVE SECTOR	5	2	Readvertisement
27	HR/7/SPASOCIAL/2025/27	SENIOR POLICY ANALYST	SOCIAL SECTOR	5	1	Advertisement
28	HR/7/SPASOCIAL/2025/28	SENIOR POLICY ANALYST	IESD	5	2	Advertisement
29	HR/7/SPO/2025/29	SENIOR PLANNING OFFICER	STRATEGY AND PLANNING	5	1	Advertisement
30	HR/7/SLO/2025/30	SENIOR LEGAL OFFICER	CORPORATION SECRETARY AND LEGAL SERVICES	5	1	Advertisement
31	HR/7/A/2025/31	ACCOUNTANT	FINANCE	6	1	Advertisement
32	HR/7/E/2025/32	EDITOR	KNOWLEDGE MANAGEMENT	6	1	Advertisement
33	HR/7/PA/2025/33	POLICY ANALYSTS	TRADE AND FOREIGN POLICY	6	1	Advertisement
34	HR/7/SO/2025/34	SECURITY OFFICER	HUMAN RESOURCE AND ADMINISTRATION	6	1	Readvertisement
35	HR/7/SCMA/2025/35	SUPPLY CHAIN MANAGEMENT ASSISTANT	SUPPLY CHAIN MANAGEMENT	7	1	Advertisement
36	HR/7/SOA/2025/36	SENIOR OFFICE ASSISTANT	HUMAN RESOURCE AND ADMINISTRATION	9	1	Advertisement
37	HR/7/DEM/2025/37	DIRECTOR ECONOMIC MANAGEMENT	DIRECTOR ECONOMIC MANAGEMENT	2	1	Advertisement
38	HR/PHRAO/2025/38	PRINCIPAL HUMAN RESOURCE AND ADMINISTRATION OFFICER	HUMAN RESOURCE AND ADMINISTRATION	4	1	Advertisement
39	HR/SPA/TFP/39	SENIOR POLICY ANALYST	TRADE AND FOREIGN POLICY	5	1	Advertisement
		<b>TOTAL POSITIONS</b>			<b>43</b>	

The public is notified of the following:

- Detailed job descriptions, requirements, and how to apply are available on the website <https://recruitment.kippra.or.ke/>
- All applications **MUST** be received on or before **5th January 2026 by 5:00 pm**.
- KIPRA is an **equal opportunity employer**. Persons with disability, females, marginalized and minorities are encouraged to apply.
- There are **NO fees** charged by KIPRA for any application for these positions.
- Canvassing for any of these positions will result in the disqualification of the candidate.
- ONLY** shortlisted candidates will be contacted and will be required to present originals of the following documents during the interviews.
  - National Identity Card.
  - Academic and Professional Certificates and transcripts.
  - Any other supporting documents and testimonials.
  - Memberships to relevant professional bodies and associations (where applicable).
  - Evidence of publications where required.
- The Successful candidates and will be required to avail the following documents.
  - Clearance from Higher Education Loans Board.
  - Clearance from Directorate of Criminal Investigations (Police Clearance Certificate).

- Printed Online Self-Declaration Application Acknowledgement Receipt or a self-Declaration Form duly stamped by the Ethics and Anti-Corruption Commission.
- Clearance from Kenya Revenue Authority (Tax Compliance Certificate).
- Clearance from a Registered Credit Reference Bureau.

Applicants are requested to submit a cover letter, CV, copies of certificates & testimonials, All applications should be sent through the recruitment portal (link provided in section 1 above).

Applications to be addressed to:

**The Executive Director,  
The Kenya Institute for Public Policy Research and Analysis,  
Upper Hill, Bishop Gardens Towers, 2<sup>nd</sup> Floor Bishop Road,  
P.O. Box 56445, Nairobi, 00200 City Square, Tel: 2719933/4, Fax 2719951  
Nairobi, Kenya.**

Late applications will not be accepted, and **ONLY** shortlisted candidates will be contacted.

**Persons with disabilities are encouraged to apply.  
KIPRA is an equal opportunity employer.**

