

# MANAGING DIRECTOR & CHIEF EXECUTIVE OFFICER - JOB GRADE KET 1

The Kenya Electricity Transmission Company Limited (KETRACO) is a 100% state-owned corporation incorporated on 2nd December 2008 under the Company's Act, Cap 486 as a State Corporation pursuant to the Sessional Paper No. 4 of 2004 on Energy. The Mandate of the Company is to plan, design, construct, own, operate and maintain high voltage electricity transmission grid and regional power interconnectors.

KETRACO's Vision is to provide a Stable Power Grid that will Transform Lives in the Region and Beyond, while its Mission is to provide a stable electricity grid and facilitate power trade for sustainable socio-economic development by planning, constructing, and maintaining high-voltage transmission lines and regional interconnectors.

To this effect the Company invites applications from suitable individuals to fill the position of:-

<b>JOB TITLE</b>	<b>MANAGING DIRECTOR &amp; CHIEF EXECUTIVE OFFICER - JOB GRADE KET 1</b>
<b>JOB REFERENCE</b>	<b>KETRACO/5/1C/40/74/ (04/2026)</b>
<b>REPORTS TO</b>	<b>BOARD OF DIRECTORS</b>

## Job Purpose

The Managing Director & CEO shall be responsible for leading in planning, designing, constructing, owning, operating and maintaining high voltage electricity transmission grid and regional power interconnectors.

The job is also responsible to the Board of Directors for strategic direction and implementation of the Company's strategic goals, vision, mission and strategic objectives, mobilization and management of its resources, directing and providing leadership, in order for the Company to achieve its mandate as stated in Sessional Paper No. 4 of 2004 on Energy, Energy Act No. 1 of 2019 and as established under the State Corporations Act, Cap 446.

## 1. Key Responsibilities

- 1.1. Providing leadership to Senior Management and Staff;
- 1.2. Overseeing planning, designing, construction, ownership, operation and maintenance of high voltage electricity transmission grid and regional power interconnectors;
- 1.3. Ensuring promotion of national and regional power trade for socio-economic development;
- 1.4. Providing overall leadership and administration of operations of the Company under the guidance of the Board;
- 1.5. Overseeing implementation of all Government Directives, Administrative Circulars and Executive Orders issued and relevant to the Company's mandate;
- 1.6. Ensuring compliance in formulation, development and implementation of corporate objectives, strategies, policies and plans;
- 1.7. Forging strategic linkages within the business environment with Regulators, Government Ministries, Departments, Agencies, Development Partners and other stakeholders nationally and internationally;
- 1.8. Ensuring adherence to ethical and legal guidelines to promote good corporate governance practices;
- 1.9. Ensuring prudent use of Company finances and assets;
- 1.10. Overseeing procurement of goods, works, services, inventory management and disposal of assets in accordance with the relevant laws and regulations;
- 1.11. Mobilizing resources to support implementation of the Company's Strategic Plan through the Exchequer, Development Finance Institutions, Public-Private Partnerships (PPP's) and other alternative sources;
- 1.12. Overseeing implementation of alternative sources of revenue and business opportunities in the Company;
- 1.13. Advising the Board of Directors on business opportunities to enhance the Company's growth and sustainability;
- 1.14. Managing corporate change through adaptation of new policies and strategies to conform with changing business environment that will ensure continued performance and business continuity;
- 1.15. Establishing and implementing human resource policies and organizational structure that is transparent, equitable and ensures that clear succession plan is put in place;
- 1.16. Overseeing management of the Company's human resource planning, performance management, capacity building and staff welfare;
- 1.17. Managing corporate intrinsic and extrinsic financial, commercial and technical risks identification mechanisms and placement of monitoring and mitigation measures;
- 1.18. Overseeing execution of all business processes within the set policies, procedures, guidelines and standards to achieve the Company's mandate;
- 1.19. Advising the Board on policy, strategic, technical, financial and administrative matters, in line with the Company's mandate;
- 1.20. Overseeing matters of compliance with statutory and regulatory requirements;
- 1.21. Overseeing corruption prevention strategies through implementation of existing policies and submitting reports to Ethics and Anti-Corruption Commission (EACC);
- 1.22. Promoting harmony and cohesiveness within the Company and with other partners;
- 1.23. Serving as a link between the Board and Management;
- 1.24. Ensuring execution and communication of the Boards strategies, decisions and policies;
- 1.25. Overseeing implementation of corporate plans and strategies in line with the Constitution of Kenya 2010 and Company's business philosophy, mission, vision and core values and as approved by the Board of Directors;
- 1.26. Ensuring effective management of corporate risks, quality assurance and establishing proper internal controls;
- 1.27. Overseeing implementation of Information and Communication Technology (ICT), research and innovation policies and strategies to support the Company's mandate;
- 1.28. Providing oversight in quality assurance for the Company.
- 1.29. Promoting a positive corporate image.
- 1.30. Coordinating the day-to-day operations of the Company to ensure that various functions operate harmoniously in conformity with operational plans and performance targets;
- 1.31. Developing and ensuring implementation of Strategic Plan, business strategies and tariff revenue requirements that align with short-term and long-term objectives of the Company;
- 1.32. Maintaining knowledge of the markets and industry of the Company so as to exploit changing opportunities for business and investment;
- 1.33. Leading and motivating a multidisciplinary team to advance employee engagement and develop a high performing team;
- 1.34. Ensuring that all board papers are accurately written, relevant and submitted to the Board within the stipulated timelines;

- 1.35. Preparing the annual budget, procurement plan, work plan and performance contract;
- 1.36. Ensuring that the Company keeps accurate financial and accounting records that comply with relevant laws;
- 1.37. Serving as the official spokesperson of the Company.

## 2. Qualifications

- 2.1. Academic qualifications
  - 2.1.1. Master's degree in a relevant field from a recognised institution
  - 2.1.2. Bachelor's Degree in a relevant field from a university recognized in Kenya

## 2.2. Professional Qualifications / Membership to professional bodies

- 2.2.1. Membership to a professional body where applicable and in good standing;
- 2.2.2. Leadership/Strategic Management course lasting not less than four (4) weeks from a recognised institution;
- 2.2.3. Knowledge/proficiency in office automation applications.

## 3. Work Experience.

- 3.1. The job holder requires a minimum of fifteen (15) years relevant work experience with at least ten (10) years of which must be at a senior management position.

## 4. Functional Skills, Behavioral Competencies/Attributes:

- 4.1. Communication skills;
- 4.2. Problem solving skills;
- 4.3. Analytical skills;
- 4.4. Critical thinking;
- 4.5. Decision making skills;
- 4.6. Entrepreneurial skills;
- 4.7. Negotiation and mediation skills;
- 4.8. Corporate governance and leadership skills;
- 4.9. Interpersonal skills;
- 4.10. Team player;

## MANDATORY REQUIREMENTS FOR THE POSITION;

Applicants **MUST** provide the following documents on application;

- i. A Signed application letter;
- ii. A detailed Curriculum Vitae indicating current and previous employers, positions held, level of education, current and expected salary, notice period required to take up appointment and names of at least three professional referees;
- iii. Copies of academic and professional certificates
- iv. Copy of National Identification Card or Passport

### In addition to the above;

- i. Candidates should provide all the details requested for in the advertisement. It is an offence to include incorrect information in the application.
- ii. Only shortlisted candidates will be contacted.
- iii. Canvassing in any form will lead to automatic disqualification.
- iv. Shortlisted candidates shall be required to produce originals of their National Identity Card, academic and professional certificates during interview.
- v. It is a criminal offence to present fake certificates/documents.
- vi. The Company is committed to implementing the provisions of the Constitution of Kenya 2010 – Chapter 232 (1) on fair competition and merit, representation of Kenya's diverse communities and affording equal employment opportunities to men and women, members of all ethnic groups and persons with disabilities. **THEREFORE, PEOPLE WITH DISABILITIES, THE MARGINALIZED AND THE MINORITIES ARE ENCOURAGED TO APPLY.**
- vii. Successful candidate will be expected to present the following clearance certificates: -
  - a) Valid Certificate of Good Conduct from the Directorate of Criminal Investigations
  - b) Valid Clearance Certificate from Higher Education Loans Board (HELB)
  - c) Valid Tax Compliance Certificate from Kenya Revenue Authority (KRA);
  - d) Current Clearance from the Ethics and Anti-Corruption Commission (EACC); and
  - e) Current Report from an approved Credit Reference Bureau (CRB)

## TERMS OF SERVICE AND REMUNERATION

- i. The appointment to the position is on contract terms of three (3) years renewable once, subject to satisfactory performance and mutual agreement,
- ii. The successful candidate will be offered competitive remuneration package in accordance with the Company Policies & guidelines

Candidates who meet the above requirements should submit their application to the **Chairman of the Board** via link (<https://www.ketraco.co.ke/about-us/careers>) clearly Titled and Referenced, **"APPLICATION FOR THE POSITION OF MANAGING DIRECTOR & CEO, REF: KETRACO/5/1C/40/74/ (04/2026)" by 27<sup>th</sup> April 2026 at 5:00PM (EAT).**

Hard copies **SHALL NOT** be considered.