



Kenya National Commission on Human Rights

1st Floor, CVS Plaza, Lenana Road, P.O. Box 74359 - 00200, Nairobi - Kenya.

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VACANCY

The Kenya National Commission on Human Rights (KNCHR) is a Constitutional Commission established under Article 59 and Chapter 15 of the Constitution of Kenya 2010, and operationalized by the Kenya National Commission on Human Rights Act, 2011(Revised 2012) and the UN Paris Principles. KNCHR's mandate is to develop a culture of human rights through the promotion and protection of human rights and freedoms in the Republic of Kenya. KNCHR's role is to advise, audit and watchdog both government and private institutions on human rights and freedoms compliance. KNCHR operationalizes its human rights mandate through; Research and Compliance, Public Education and Training, Reforms and Accountability, Complaints and Investigations, Redress, and Economic, Social and Cultural Rights Programmes. KNCHR headquarter is situated in Nairobi City County with five regional offices located in Wajir, Kitale, Mombasa, Kisumu and Laikipia Campus. All officers may serve in any of these locations.

KNCHR hereby invites applications for the following position:

HUMAN RIGHTS OFFICER I –RESEARCH AND COMPLIANCE REF: KNCHR/ADM/HRO /22/2017)

Reports to: Principal Human Rights Officer –Research and Compliance

Location: Nairobi with occasional travel

Duration: Permanent and Pensionable

Gross Salary: Kshs. 141,950

Job purpose

To contribute to the implementation and achievement of the strategic objectives of the Research and Compliance Program.

Operational Responsibilities

- Assist in the coordination of the Commission's work relating to international treaty obligations
- Assist in the review of bills, policies and existing legislation with a view to infusing human rights principles
- Undertake assigned research duties and provide support in the preparation and editing of research reports, the design of strategies for implementation and dissemination of research findings
- Assist in the Commission work on the monitoring of states compliance with international and national Human Rights obligations
- Coordinate meetings, workshops, conferences, debates, field studies and other related programmatic activities
- Establish and maintain networks and partnerships with relevant stakeholders
- Represent the Commission in various meetings

Skills, Experience and Minimum Qualifications

- A Bachelor's Degree in Law, Social sciences or other related fields or related disciplines from a recognized university
- 3 years relevant experience.
- Advocate of the High Court for Lawyers
- Good research, report writing and presentation skills
- Good Communication, Interpersonal and Organisational skills

Other Attributes

- Ability to work under pressure
- Ability to lead and manage teams
- Problem solving skills
- Supervisory skills
- Clients focused
- Great attention to detail
- Respect for diversity

Shortlisted candidates will be required to submit copies of clearance certificates from the following institutions:-

- Kenya Revenue Authority (KRA)
- Criminal Investigations Department (CID)
- Higher Education Loans Board (HELB)
- Ethics and Anti-Corruption Commission (EACC)
- Credit Reference Bureau (CRB)

KNCHR is an equal opportunity employer which offers a competitive remuneration commensurate to qualifications and experience. Qualified female candidates and Persons with Disabilities are encouraged to apply.

Please note that it is a criminal offence to provide false information and documents in the application.

Only short listed candidates will be contacted.

If you possess the above qualities, please submit your applications manually through the post office or by hand delivery, clearly indicating the position, and the Ref No. on both the cover letter and envelope, together with a detailed C.V, names and telephone contacts of three referees one of whom should be your immediate supervisor, to reach us by **Tuesday 14th November, 2017 to:**

The Commission Secretary,
Kenya National Commission on Human Rights
Lenana Road, CVS Plaza, 1st Floor
P. O. Box 74359-00200
NAIROBI.