

***INTERNATIONAL CALL FOR SUBJECT MATTER
EXPERTS & ADJUNCT FACULTY***

The Kenya School of Revenue Administration (KESRA) is the Kenya Revenue Authority's premier training school specializing in Tax and Customs Administration, and Fiscal Policy. The School is the largest of the four accredited World Customs Organization (WCO) Regional Training Centre (RTC) in East and Southern Africa. The School offers academic and high level short programs as well as consultancy services.

KESRA is seeking to enroll highly motivated visionary, dynamic and results oriented candidates as Subject Matter Experts and Short Course Facilitators.

Overall Purpose

Provide training facilitation for internal and external academic and corporate clients and participate as consultants on contractual basis.

Main Duties and Responsibilities

- Planning and development of course content/curriculum
- Delivery of training and consultancy assignments
- Assessing/examining trainees
- Writing reports and recommendations
- Providing guidance/support on consultancy and research

Core Competencies

- Subject Matter Expertise
- Communication and presentation skills
- Interpersonal skills
- Planning and organization skills

Key Qualifications and Experience

- Must possess at least a Bachelors degree of in a relevant field
- Must have at least five (5) years' experience in either of the following areas:
 - Tax Administration
 - Customs Administration
 - Fiscal Policy & Planning
 - Audit & Risk Management
 - Digital Communications and Marketing
 - Data Science & Analytics
 - Strategy Formulation and Policy Development
 - Leadership and Management
 - Coaching & Mentoring
 - Security, Investigations & Intelligence



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ISO 9001:2015 CERTIFIED

- Diplomacy and International Relations
 - Organization Development & Culture
 - Performance Management & Improvement
 - Digital Forensics and Investigations
 - Regional Integration
 - International Development & Facilitation
 - Academic & Business Research
 - ICT for Trade
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- Industry Certification will be an added advantage
 - A Master's Degree will be an added advantage
 - KESRA certification will be an added advantage
 - An affiliation to a professional body will be an added advantage
 - Applicants must exhibit high levels of integrity

TERMS OF SERVICE

The engagement will be project/programme/course based. Future engagement will be subject to satisfactory performance and delivery of set targets and expected outcomes.

APPLICATION GUIDELINES

1. All applications from interested and qualified candidates must be submitted online via the provided link <https://forms.gle/b788AZT3nR1peJxv5>
2. You will be required to attach your highest academic qualification, professional qualification and Tax Compliance (for resident applicants) certificates
3. ONLY shortlisted candidates will be contacted
4. All applications should be submitted online by 5.00 pm on 4th September, 2020
5. KRA is an equal opportunity employer committed to gender and disability mainstreaming. Persons with Disability are encouraged to apply
6. KRA does not charge any application, processing, interviewing or any other fee in connection with our recruitment process.

For more details on the application procedure, please visit the KRA website www.kra.go.ke, www.kesra.ac.ke In case of difficulty accessing or completing the application, applicants may send email queries kesratraining@kra.go.ke



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