

REPUBLIC OF KENYA

PUBLIC SERVICE COMMISSION OF KENYA**RECOMMENDATION FOR FILLING VACANCIES BY PROMOTION***(To be sent in original only, on a separate form in respect of each category of appointment)***To:****THE SECRETARY, PUBLIC SERVICE COMMISSION
P. O. BOX 30095 - 00100, NAIROBI**

1. I report the following vacancies in the Ministry of Investments, Trade and Industry, State Department for Industry, **Forty (40) Posts of Senior Industrial Development Officer, CSG '9'**.

Basic salary Scale **Ksh. 42,970 p.m.** rising to **Ksh. 59,120 p.m.**
(Minimum) (Maximum)

2. Head and item of *Revenue/Development Estimates **2023/2024**.....

Number of Vacancies	Vacancy/Vacancies vacant with effect from	Reason for Vacancy/ices
Forty (40) Posts	-	Positions left vacant due to natural attrition

Name	Starting Salary and Salary Scale	Terms of Service	Date to be Appointed
Senior Industrial Development Officer	Ksh. 42,970 p.m. rising to Ksh. 59,120 p.m.	Permanent and Pensionable	PSC to decide

- *3. I recommend that the vacancy/vacancies be advertised and submit a draft advertisement on the back of this form.

Signed: Dr. Juma Mukhwana, PhD, HSC
PRINCIPAL SECRETARY

State Department for Industry
Ministry of Investments, Trade and Industry

Department Reference No. **MITC/IND/3/1/104**

Date: **29th May, 2023**

**Delete inapplicable words +Quote PSC Authority (if any) and Terms of Service. PTO*

**MINISTRY OF INVESTMENTS, TRADE AND INDUSTRY
STATE DEPARTMENT FOR INDUSTRY**

Senior Industrial Development Officer, CSG '9', Forty (40) Posts

Salary Scale: Ksh. 42,970 x 1,920 - 44,890 x 2,000 - 46,890 x 2,110 - 49,000 x 2,170 - 51,170 x 2,550 - 53,720 x 2,650 - 56,370 x 2,750 - 59,120 p.m.

Terms of Service

Permanent and Pensionable

(a) Duties and Responsibilities

Duties and responsibilities at this level will entail: analyzing data and preparing industrial reports; undertaking industrial research on upgrading and commercializing of technologies and associated products; liaising with Kenya Industrial Property Institute (KIPI) for protection of entrepreneurs inventions; conducting Business Development Service (BDS) needs assessment; Creating awareness on investment opportunities, intellectual property rights, quality assurance and certification; and identification of markets for manufactured products.

B. Requirements for Appointment

For appointment to this grade, an officer must have:-

- (i) Served in the grade of Industrial Development Officer I, for a minimum period of three (3) years or a comparable position in public sector;
- (ii) Bachelors' Degree in any of the following disciplines: Commerce, Business Administration, Mathematics, Biological/Physical Sciences, Entrepreneurship, Statistics, Economics, Project Planning and Management, Engineering (Mechanical, Civil, Electrical, Chemical, Industrial, Electronics, Metallurgy, Aeronautical, Agriculture), Agriculture, Animal Sciences, Food Technology, Clinical Nutrition and Dietetics, Textile Technology, Production Technology, Leather Sciences, Wood Sciences, Veterinary Medicine, Pharmacy, Geology, Environmental Science, Chemistry; Biochemistry or Computer Science from a recognized institution;
- (iii) Certificate in any of the following fields; Project Planning, Project Appraisal, Project Monitoring and Evaluation, Entrepreneurship, Public Policy Analysis, Small Enterprises Policy and Promotion, Environmental Impact Assessment and Auditing, Environmental Management or Business Development Services lasting not less than two (2) weeks from a recognized Institution;
- (iv) Certificate in Computer Application Skills from a recognized Institution; and
- (v) Shown merit and ability as reflected in the work performance and results.