



**Regional Centre on Groundwater Resources Education, Training & Research in Eastern Africa**

**P.O. BOX 41156-00100, Bishop Rd, NSSF Building Block A 16<sup>th</sup> Floor Western-Wing**

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**JOB ADVERTISEMENT**

**1. DIRECTOR/CHIEF EXECUTIVE OFFICER, RCGW GRADE 1 (RCGW/001/2026)**

The Regional Centre on Groundwater Resources Education, Training & Research in Eastern Africa (RCGW) is a State Corporation under the Ministry of Water, Sanitation and Irrigation. Established under the State Corporations Act through Legal Notice No. 252 of 18<sup>th</sup> December 2015, the Centre has a broad mandate to initiate and conduct research in aquifer mapping and assessment, as well as the management, conservation, protection, and governance of groundwater resources.

The Centre invites applications from qualified, visionary, and dynamic individuals for the position of **Director/Chief Executive Officer (CEO)**.

1. **Terms of Service:** Three (3) years, renewable once subject to satisfactory performance and achievement of set targets.
2. **Remuneration:** A competitive package in line with the Centre's Salary Structure and Salaries and Remuneration Commission (SRC) guidelines.
3. **Reporting To:** The Board of Directors.

**(a) Job Purpose**

To provide strategic leadership and oversight in implementing RCGW's statutory mandate, driving the Centre's vision and strategic goals, and ensuring alignment with national, regional and international priorities and guide research, training and innovation in groundwater management, ensuring prudent resource utilization, fostering strategic partnerships and upholding governance, accountability and professionalism as per Section 9(3) of the Legal instruments

The Director/CEO will be responsible for the day-to-day operations of the Centre ensuring the achievement of the mandate, objectives and strategy through formulation of policies, prudent management of resources, including financial and human resources and implementation of the Centre's decision and enhancing the corporate image of the Centre.

**(b) Job Descriptions**

Duties and responsibilities at this level will entail: -

- (i) Overseeing the implementation of RCGW's statutory functions in line with enabling legislation, government policies, and international obligations.

- (ii) Driving the achievement of the Centre's vision, mission, and strategic goals and ensure alignment with national and regional development priorities.
- (iii) Providing direction in the design, coordination, and implementation of research, development, and innovation programs in groundwater resource management.
- (iv) Guiding the development and implementation of training, education, and knowledge transfer initiatives to strengthen institutional and human capacity in groundwater resource management.
- (v) Ensuring prudent management of financial, human and physical resources to promote accountability, efficiency, and sustainability.
- (vi) Building strategic partnerships with government agencies, regional and international bodies, academia, and development partners to advance the Centre's objectives.
- (vii) Upholding the highest standards of governance, transparency, and accountability in all Centre operations.
- (viii) Promoting the corporate image of the RCGW;
- (ix) Ensuring continuous improvement of the quality and value of services provided by the Centre;
- (x) Upholding integrity and professionalism in the performance of the RCGW functions;
- (xi) Fostering a culture that promotes ethical and good corporate governance;
- (xii) Ensuring acquisition and disposal of assets as provided for in the Public Procurement and Asset Disposal Act of 2015;
- (xiii) Ensuring that the Centre complies with the relevant legislation; and
- (xiv) Championing national values and principles of public service.
- (xv) Serve as the secretary to the Board
- (xvi) Additionally, the director will spearhead the establishment and sustenance of relationships with strategic partners and stakeholders.

### **(c) Job Specifications**

For appointment to this level an officer must have: -

As per Section 9(3) of Regional Centre on Groundwater Resources Education, Training and Research in Eastern Africa Order (Legal Notice 252 of 2015)

- (i) Master's degree any of the following disciplines: Water Science, Hydrology, Water Engineering and Hydrogeology or equivalent qualification from a recognized institution; and
- (ii) At least five years' experience in management.
- (iii) Demonstrated leadership, strategic planning, and decision-making skills.
- (iv) Strong communication, negotiation, and stakeholder engagement skills.
- (v) Proven ability to mobilize resources and manage complex programmes.
- (vi) High standards of ethical conduct, professionalism, and integrity.
- (vii) Fulfill the requirements of Chapter 6 of the Constitution of Kenya, 2010

### **How to Apply**

Qualified and interested applicants who meet the requirements are invited to submit:

1. A duly filled Employment application Form
2. Cover letter

3. Detailed curriculum vitae (CV)
4. Copy of National Identification Card
5. Copies of academic and professional certificates
6. Other relevant testimonials

Applications should be **addressed and hand-delivered** in hard copy, enclosed in a **sealed envelope clearly marked with the Reference Number of the position applied for**, to:

**The Board Chairperson**

**Regional Centre on Groundwater Resources Education, Training & Research in Eastern Africa  
P.O. BOX 41156-00100  
Nairobi**

Alternatively, applications may be sent via email to: **chairman@rcgw.go.ke**

**Curriculum Vitae Requirements**

The CV must include at minimum:

- Current employer and current remuneration
- Names and contacts of three (3) referees familiar with the applicant's professional and work record

**Deadline and Important Notes**

- **Deadline for submission:** 25<sup>th</sup> August , 2026
- Only shortlisted and successful candidates will be contacted
- **Canvassing in any form will lead to automatic disqualification**
- The RCGW is an **equal-opportunity employer** committed to diversity and gender equality. Persons with disabilities and individuals from marginalized groups are strongly encouraged to apply.