

CHIEF EXECUTIVE OFFICER POSITION		
Reporting to:	Tenure Period	Location
Board of Directors	3 Years Renewable	HQ - Nairobi

Kenya National Chamber of Commerce and Industry (KNCCI)

The Kenya National Chamber of Commerce and Industry (KNCCI) is seeking a dynamic and experienced professional to fill the position of **Chief Executive Officer**. The CEO will be responsible for providing strategic leadership in managing and directing KNCCI to effectively fulfill its mandate.

Job Summary:

The Chief Executive Officer will be responsible for providing visionary leadership and ensuring the efficient coordination of programs and activities within KNCCI. The successful candidate will be tasked with developing and implementing strategic plans, managing resources, and maintaining key relationships with government, stakeholders, and other relevant entities.

Key Responsibilities:

1. Provide visionary leadership and coordinate the programs and activities of the organization.
2. Develop and recommend to the Board of Directors the long, medium, and short-term strategic plans and annual business plans to meet specific performance targets.
3. Develop and recommend budgets that support the company's strategy and business plans.
4. Ensure KNCCI activities align with the direction and policies agreed upon with the Board.
5. Ensure compliance with all statutory requirements for continuity of operations.
6. Maintain relations with the government, stakeholders, collaborating institutions, the donor community, and other trade support networks to promote a positive corporate image and support KNCCI programs.
7. Effectively represent the business community in negotiations with the government, development partners, and other organizations that support business growth and development.
8. Control organizational resources and harmonize all functional activities to maximize internal synergies for the achievement of KNCCI's strategic goals and quality service to the exporting community.
9. Cultivate corporate values and best practices within the organization to maintain high levels of personal and professional integrity.

10. Assure sound business practices are in place and used by all staff, ensuring staff is delegated authority and compensated commensurate with responsibilities.
11. Assure effective communication with the Board, members, all outside stakeholders, and internal staff.
12. Assure that human resources are managed to create a positive and productive work environment that meets all legal requirements.
13. Lead in mobilizing resources and securing revenue generation opportunities that provide benefits to the members.

Academic/Professional Qualifications & Experience

1. MA/MSC in Economics and Degree in Economics or any business-related field from a recognized institution.
2. Minimum 15 years of work experience; 7 years of increasing managerial leadership experience.
3. Strong background in fundraising and business development and building external partnerships.
4. Demonstrated success in managing operations and leading high-performing, multicultural teams.
5. In-depth understanding of both Local/ International Trade and Regional Economic Blocks.
6. Equity-driven leader who navigates external and internal dynamics fluently and enjoys interacting at all levels across cultures.
7. Demonstrated advocacy, relationship-building and stakeholder engagement skills
8. Excellent problem solving, analytical skills and capacity to understand and apply research evidence and legislation
9. Strong management, mentoring and networking skills.

How to apply

Interested and suitably qualified individuals should submit applications, including copies of relevant academic and professional certificates, detailed curriculum vitae (CV), and cover letter to president@kenyachamber.or.ke hr@kenyachamber.or.ke or hardcopies at Telkom Plaza, Nairobi with “**Chief Executive Officer**” in the subject line by **11/09/2024**.

NB: ONLY SHORT-LISTED CANDIDATES WILL BE CONTACTED