



## JOB ADVERTISEMENT

# CHIEF EXECUTIVE OFFICER/BOARD SECRETARY HIGHER EDUCATION LOANS BOARD

The Higher Education Loans Board (HELB) was established by an Act of Parliament – CAP 213A in 1995 with the mandate to provide loans, bursaries and scholarships to Kenyans pursuing higher education in recognized Kenyan universities and colleges and to recover the same after completion of studies to facilitate establishment of a revolving fund.

HELB is seeking to recruit transformative, competent and self-driven individual with an innate dynamism for the position of Chief Executive Officer/ Board Secretary. The successful candidate will join a highly performing team and should not only be passionate, innovative, and qualified but also be dependable, emotional intelligent and have effective interpersonal, communication and leadership skills.

### JOB PROFILE:

The job holder will be responsible for the overall leadership, strategic and operational direction to enable the institution to achieve its short and long-term objectives that translate into the realization of its mandate, Vision and Mission. The job holder will also spearhead design of institutional structures, enhance fintech optimization, drive customer centered leadership and sustainability, oversee human capital initiatives, promote and uphold good corporate governance. They will also ensure prudent financial management, informed risk management and compliance with relevant laws, regulations and resource mobilization.

For a detailed Job Description, visit HELB's website [www.helb.co.ke](http://www.helb.co.ke).

### APPLICATION PROCEDURE:

Qualified and interested applicants who meet the above requirements should submit two hard copies of job applications, academic and professional certificates, relevant testimonials their applications in HARD COPIES or in soft copy to: **chairmanrecruitment@helb.co.ke** not later than **17th December 2024 by 5.00 p.m.**

Only shortlisted Candidates will be contacted.

**The Chairman  
Higher Education Loans Board  
Anniversary Towers, 19th Floor,  
P.O. Box 64989 - 00400**

HELB is an equal opportunity employer. We encourage applications from all qualified individuals including Women, Youth, Marginalized Communities and Persons With Disabilities to apply.

## EMPOWERING DREAMS