



REPUBLIC OF KENYA

# MINISTRY OF COOPERATIVES AND MICRO, SMALL AND MEDIUM ENTERPRISES (MSMES) DEVELOPMENT

## STATE DEPARTMENT FOR MICRO, SMALL AND MEDIUM ENTERPRISES (MSMEs) DEVELOPMENT

### EXPRESSION OF INTEREST FOR RECRUITEMENT OF PROJECT SPECIALISTS

#### NATIONAL YOUTH OPPORTUNITIES TOWARDS ADVANCEMENT (NYOTA) PROJECT

##### BACKGROUND

Transforming the Micro, Small and Medium Enterprises (MSMEs) Economy is among the five pillars of the Government's Bottom-up Economic Transformation Agenda (BETA). The MSMEs are key players in the production of goods, industrialization, innovation and creation of employment that impact directly on the Country's economy.

In this endeavor, the Government of Kenya (GOK), with the support of World Bank, is implementing the **National Youth Opportunities Towards Advancement (NYOTA) Project**, an initiative whose aim is to support better employment outcomes and improved savings through integrated interventions that address the multitude of constraints that Kenyan youth face while also building their entrepreneurship skills.

The overall objective of the project is to **"increase employment, earnings, and promote savings for targeted youth, at national scale"**. The different components of the projects include: (1) Improving youth employability; (2) Expanding employment opportunities; (3) Supporting youth savings; and (4) Strengthening youth employment systems, capacity, and Project management. The State Department for Micro, Small and Medium Enterprises (MSMEs) Development is implementing is implementing sub-component 4.2 on Monitoring and evaluation and delivery systems.

The State Department for MSMEs Development is seeking to recruit three **(3) Project Specialists** to support the implementation of NYOTA sub-component 4.2. The Project Specialists will be contracted for an **initial period of 12 months**. The contract will be renewed after 12 months based on project requirements and the Specialists' performance, ensuring continued alignment with the project objectives and needs. This is a **monthly-based contract** where the Specialists shall be paid an agreed gross salary staff month rate. The duty station for these roles will be Nairobi, Kenya.

Applications are invited from suitably qualified **KENYAN** candidates for the advertised vacant positions shown here below:

S/No.	JOB TITLE	NO. OF POSTS	VACANCY NO.
1..	Monitoring and Evaluation (M&E) Specialist	1	1/2025
2.	Communication Specialist	1	2/2025
3.	Digital Analyst Specialist	1	3/2025

##### HOW TO APPLY

- Completed applications documents are to be enclosed in plain sealed envelopes, marked with the vacancy number and job title together with detailed Curriculum Vitae, certified copies of Academic and Professional Certificates, and contact details of at least three (3) referees should be address to: -

**The Principal Secretary,**

**State Department for Micro, Small and Medium Enterprises (MSMEs) Development,**

**P.O Box 30547 - 00100**

**NAIROBI.**

And deposited in the **TENDER BOX** located **along Bishop Road, Social Security House, Block A, Western Wing, Mezzanine Floor**, so as to be received on or before **Tuesday 1st April, 2025, 10.00am East African Time** and immediately thereafter opened in the presence of the candidates or their representatives who choose to attend at the **along Bishop Road, Social Security House, Block A, Eastern Wing, 11th Floor Boardroom Room**.

- All submitted completed application documents shall be properly bound and serialised in each page.
- Interested eligible qualified candidates may obtain further information at the **Head of Supply Chain Management Services Office at the State Department for Micro, Small and Medium Enterprises (MSMEs) Development Headquarters, located along Bishop Road, Social Security House, Block A, Western Wing, Mezzanine Floor**, during normal working hours from **8.00am to 5.00pm East African Time**.
- Interested eligible qualified candidates shall submit **ONE ORIGINAL (1 No.) and One (1 No.)** copy of the application documents.
- Complete detailed Terms of Reference (ToR) may be down loaded free of charge by the interested eligible qualified candidates at **[www.msme.go.ke](http://www.msme.go.ke) and [www.tenders.go.ke](http://www.tenders.go.ke)**.
- Female candidates and Persons Living with Disability (PLWDs) are encouraged to apply.
- The Government of the Republic of Kenya reserves the right to accept, terminate or reject the application in whole or part before award.

##### NOTE:

Those who had submitted their Expression of Interest in response to the earlier advertisement should not reapply unless they are enhancing their bid.