



REPUBLIC OF KENYA

# NATIONAL GOVERNMENT AFFIRMATIVE ACTION FUND

EMPOWERING FOR SELF-RELIANCE



Website : [www.ngaaf.go.ke](http://www.ngaaf.go.ke)  
Email: [ceongaaf@gmail.com](mailto:ceongaaf@gmail.com)

## VACANCIES

The National Government Affirmative Action Fund was established under the Public Finance Management Act (No. 18 of 2012) and is governed by the Public Finance Management Act (National Government Affirmative Action Fund) Regulations, 2016.

The National Government Affirmative Action Fund Board intends to recruit for the positions below for three (3) years' contract terms of service renewable depending on satisfactory performance.

S/NO	POSITION	GRADE	JOB REF	NO OF POSTS
1.	Director - Corporate Services	NGAAF 2	NGAAF/01/04/2025	1
2.	Principal Internal Auditor and Risk Assurance	NGAAF 4	NGAAF/02/04/2025	1
3.	Principal Legal Officer	NGAAF 4	NGAAF/03/04/2025	1
4.	Principal ICT Officer	NGAAF 4	NGAAF/04/04/2025	1
5.	Programme Officers	NGAAF 6	NGAAF/05/04/2025	5
6.	Drivers	NGAAF 9	NGAAF/06/04/2025	3

Detailed job descriptions are posted on our website [www.ngaaf.go.ke](http://www.ngaaf.go.ke)

### APPLICATION PROCESS

Applications are invited from suitable qualified candidates for the above positions. Each application should be accompanied by a CV with names of three (3) professional referees, daytime telephone contact, a cover letter indicating the position and reference number applied for and certified certificates and testimonials.

The National Government Affirmative Action Fund (NGAAF) is committed to affording equal opportunities to men and women, members of all ethnic groups and persons with disabilities. Persons with Disabilities, the marginalized and the minorities are therefore encouraged to apply.

Applications can be sent via [recruitment@ngAAF.go.ke](mailto:recruitment@ngAAF.go.ke) or addressed to:

**The Chief Executive Officer  
National Government Affirmative Action Fund  
P.O Box 48274 – 00100 NAIROBI**

Or hand delivered to:

**The Chief Executive Officer  
National Government Affirmative Action Fund  
Absa Towers, 16th Floor, Loita Street  
NAIROBI**

The applications should be received on or before **16th May, 2025**