



**REPUBLIC OF KENYA
NATIONAL TREASURY**

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Replying Please Quote

NATIONAL TREASURY
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Nairobi
When

Ref. No. CONF/HRM/TNT/2/02/K/ (48) Date: 26th April, 2017

All Principal Secretaries

**The Solicitor General, State Law Office & Department of Justice
The Principal Administrative Secretary, Office of the Deputy President
The Principal Administrative Secretary, Office of the Chief of Staff and Head
of the Public Service**

**The Comptroller of State House
The Inspector General – National Police Service
The Director General, NIS
The Clerk, National Assembly
The Clerk, the Senate
The Chief Registrar, Judiciary
The Auditor General
The Controller of Budget
County Coordinators
The Secretaries- County Government
National Council for Persons with Disability**

**AMENDMENTS ON THE INTERNAL ADVERTISEMENT FOR THE POST OF SENIOR
FINANCE OFFICER**

Reference is made to this office letter No.CONF/MOF/HRM/2/02/'K' (45) dated 6th April, 2017 which advertised various vacant posts in Ministries/State Departments.

Please note that the requirements for appointment to the grade of Senior Finance Officer/Senior Budget Officer, Job Group 'M' were erroneously indicated as:

- i. Served for a minimum period of eight(8) years, two(2) of which should have been at the grade of Finance Officer II, Job Group 'K' or in a comparable and relevant position in the Public service;
- ii. a Bachelors degree in any of the following disciplines: Commerce

(Finance option), Economics, Business Administration, Business Management or Finance,

OR

any other Bachelors degree plus Certified Public Accountant II (CPA II) qualification;

- iii. Demonstrated professional competence in the field of Financial Management; and,
- iv. Shown merit and ability as reflected in work performance and results.

Note: Possession of a Senior Management course and Public Finance Management course will be considered an added advantage.

The job requirements have been amended to read as follows:

For appointment to the grade of Senior Finance Officer/Senior Budget Officer, Job Group 'M' an officer must have:

- (i) served for a minimum period of three (3) years in the grade of Finance Officer I Job Group 'L' or in a comparable or relevant position in the Public Service;**
- (ii) a Bachelors degree in any of the following discipline: Commerce (Finance Option), Economics, Business Administration, Business Management or Finance;**

OR

any other Bachelors degree plus Certified Public Accountant II (CPA II) qualifications;

- (iii) demonstrated professional competence in financial management field; and**
- (iv) shown merit and ability in related work performance and results.**

Note: Possession of a Senior Management course and Public Finance Management course will be considered an added advantage.

Any inconvenience caused is regretted.

Yours

**MUTUA KILAKA, CBS, SS
PRINCIPAL ADMINISTRATIVE SECRETARY**

FOR: PRINCIPAL SECRETARY/THE NATIONAL TREASURY
COPY TO:

NOO

Cabinet Secretary } for information
Principal Secretary }