



CHIEF EXECUTIVE OFFICER

JOB SPECIFICATIONS AND OTHER REQUIREMENTS

The Water Services Regulatory Board (WASREB) is a State Corporation established under the Water Act 2016 mandated with regulation of Water and Sanitation services.

The Board seeks to recruit a highly motivated professional to fill the position of **Chief Executive Officer**.

Job Purpose

The Chief Executive Officer (CEO) is responsible to the Board of Directors for the implementation of the Board's strategic goals, prudent management of resources, giving direction and leadership in the achievement of the Board's mission and strategic objectives.

Reporting Relationship

This role reports to the Board of Directors.

Supervises

Director Licensing, Standards & Tariffs, Director Compliance & Enforcement, Director Corporate Services, Director Legal Services, Director Internal Audit, and Deputy Director Supply Chain Management.

Job Specification

Key duties and responsibilities will entail:

1. Serving as the **Chief Executive Officer and Accounting Officer** of the Board, with overall responsibility for financial stewardship, accountability, and prudent utilization of resources.

2. Providing **strategic leadership and direction** to the organization, including formulation, implementation, and review of policies, strategies, regulations, standards, and operational frameworks.
3. Leading the **execution of the Board's mandate**, ensuring that the affairs, transactions, objectives, and functions of the organization are effectively carried out in consultation with the Board.
4. Overseeing the **day-to-day management and administration** of the organization to ensure efficiency, effectiveness, and sustainability of operations.
5. Championing the **development, implementation, and monitoring of corporate programs**, performance management systems, and institutional strategies.
6. Ensuring **good corporate governance, ethical conduct, risk management, and compliance** with applicable laws, government policies, and regulatory directives.
7. Providing leadership in **resource mobilization, financial management, and adoption of ICT and innovation** to enhance service delivery and operational efficiency.
8. Cultivating a **high-performance organizational culture**, including the attraction, retention, and motivation of staff, and promotion of constitutional values and principles under Articles 10 and 232 of the Constitution of Kenya.
9. Leading **stakeholder engagement, partnerships, and communication**, and safeguarding and enhancing the corporate image and reputation of the organization.
10. Serving as the **principal link between the Board and Management**, including custody of the Board seal, provision of timely technical, financial, and administrative reports, and advising the Board on strategic matters.

Person Specification

For appointment to this grade, an officer must have:

1. A minimum of fifteen (15) years cumulative relevant work experience, five (5) of which should have been in the level of Director or in a comparable position;
2. Bachelor's degree in any of the following disciplines: Engineering, Law, Economics, or any other relevant field from a recognized institution;
3. Master's degree in any of the following disciplines: Engineering, Law, Economics, Business Administration, or relevant field from a recognized institution;
4. Certificate in a Leadership Course lasting not less than four (4) weeks from a recognized institution;
5. Membership with a professional body in good standing;
6. Proficiency in computer applications;
7. Fulfills the requirements of Chapter six (6) of the Constitution;
8. Demonstrated professional, administrative and managerial capability as reflected in work performance and results; and
9. Exhibited a thorough understanding of national goals, policies, objectives and ability to relate them to proper management of water services regulatory board function.

Key Competencies and Skills

1. Demonstrated strategic and analytical capability, with the ability to provide intellectual leadership and develop long-term organizational plans.
2. Proven executive leadership and people management skills, including experience managing operations, teams, and financial resources.
3. Strong ability to work under pressure, manage multiple priorities, and drive change, innovation, and continuous improvement.
4. High standards of integrity, professionalism, and ethical conduct, with the maturity to build and lead high-performing teams.
5. Excellent communication and interpersonal skills, with a strong focus on citizen/customer service and stakeholder engagement.

Terms and Conditions of Service

The position of Chief Executive Officer will be on a Three (3) year contract renewable once subject to satisfactory performance.

Applications to be received not later than **23.59 hours on Tuesday 5th May 2026.**

The applications should be submitted only through electronic means

<https://wimis.wasreb.go.ke/vacancies>

WASREB is an equal opportunity employer.

Any form of canvassing will lead to automatic disqualification.

Only short-listed applicants will be contacted. Shortlisted candidates will be required to satisfy the requirements of Chapter Six of the Constitution of Kenya 2010 by submitting the following compliance certificates; Certificate of Good Conduct, Certificate from Higher Education Loans Board, Tax Compliance Certificate, Ethics and Anti-Corruption Commission Clearance, and Credit Reference Bureau Certificate.