

**Senior Preventive and Curative Programme Officer**  
**REF: NSDCC/13**

<b>Job Title</b>	Senior Programme Officer, Preventive and Curative Programme
<b>Grade</b>	NSDCC 6
<b>Contract Term</b>	3 Years renewable, subject to satisfactory performance
<b>Corporation/Organization</b>	National Syndemic Diseases Control Council
<b>Directorate</b>	Health Promotion and Programme Management
<b>Department</b>	Preventive and Curative Programme
<b>Location / Workstation</b>	Headquarters, Nairobi
<b>Reporting Relationships</b>	
<b>Reports to</b>	Principal Programme Officer
<b>Direct Reports</b>	Programme Officer
<b>Job Purpose</b>	
Provide technical support and capacity building for health promotion, the prevention, control, and management of Syndemic diseases; and to support the strengthening of primary health care systems in the country, initiating development, implementation, monitoring, evaluation, and review of the programmes Policies, Strategies and guidelines. The role is also responsible for implementing prudent management of grant budgets.	
<b>Key Responsibilities/ Duties / Tasks</b>	
<ol style="list-style-type: none"> <li>1. Supporting relevant technical program leads to coordinate and implement relevant policies, strategies and guidelines at all levels of administration and service provision;</li> <li>2. Participating in developing analytical and technical reports, including assessments and studies in support to strategic planning efforts at the regional and national level;</li> <li>3. Documenting findings and key lessons for improved accountability and quality reporting;</li> <li>4. Updating reporting tools and systems;</li> </ol>	

<ol style="list-style-type: none"> <li>5. Collating data and studies relevant to programmatic needs and trends;</li> <li>6. Participating in developing structures and promoting interventions that ensure privacy, non-discrimination, and non-stigmatization of the infected and affected;</li> <li>7. In collaboration with other departments, supporting the development and implementation of sector specific workplace policies; including for both the formal and informal sectors; and</li> <li>8. Raising awareness and improving knowledge to create an impactful response to strategic diseases among communities.</li> </ol>
<b>Job Competencies (Knowledge, Experience and Attributes / Skills).</b>
<b>Academic qualifications</b>
Bachelor's Degree in any of the following fields: Public Health, Health Economics, Epidemiology, Medicine, Social Sciences, Business Administration, Public Administration, or related disciplines from a recognized institution.
<b>Professional Qualifications / Membership to professional bodies</b>
<ol style="list-style-type: none"> <li>1. Be a member of a relevant professional body.</li> <li>2. Supervisory course from a recognized institution.</li> </ol>
<b>Previous relevant work experience required.</b>
At least four (4) years relevant working experience.
<b>Functional Skills, Behavioral Competencies/Attributes:</b>
<ol style="list-style-type: none"> <li>1. Strong analytical skills;</li> <li>2. Communication skills;</li> <li>3. Strategic and innovative thinking;</li> <li>4. Strong interpersonal skills; and</li> <li>5. Negotiation skills.</li> </ol>

Applicants who meet the above requirements should submit their applications, including an application letter accompanied by a detailed curriculum vitae that lists three (3) professional referees, current position/grade, daytime telephone contacts, email address, copies of certified academic and professional certificates, testimonials and a copy of the National Identity Card or Passport. All applications should quote the **title and**

**reference number** of the position on the cover letter and envelope and be submitted not later than **Wednesday, March 4, 2026, 5.00 pm EAT** to the address below or electronically to [\*\*recruitment@nsdcc.go.ke\*\*](mailto:recruitment@nsdcc.go.ke)

**The Chairperson  
National Syndemic Diseases Control Council  
Maktaba Kuu Building 2<sup>nd</sup> Floor  
P.O. Box 61307 – 00200  
Nairobi  
KENYA**

Only shortlisted candidates will be contacted. Canvassing will result in automatic disqualification.

Successful candidates will be required to obtain the following clearance documents:

1. Certificate of Good Conduct from the Directorate of Criminal Investigations (DCI)
2. Tax Compliance Certificate from the Kenya Revenue Authority (KRA)
3. Clearance Certificate from the Higher Education Loans Board (HELB)
4. Clearance from the Ethics and Anti-Corruption Commission (EACC)
5. Clearance Certificate from a Credit Reference Bureau (CRB)

NSDCC is an equal opportunity employer and is committed to inclusivity and diversity. Persons with disabilities and individuals from marginalized and minority communities who meet the qualifications are strongly encouraged to apply.