

Principal Programme Officer (Regional Offices)
REF: NSDCC/09

Job Title	Principal Programme Officer (Regional Offices)
Grade	NSDCC 5
Contract Term	3 Years renewable, subject to satisfactory performance
Corporation/Organization	National Syndemic Diseases Control Council
Directorate	Regional Coordination
Department	Regional Coordination
Location / Workstation	Headquarters, Nairobi
Reporting Relationships	
Reports to	Senior Principal Programme Officer
Direct Reports	Senior Programme Officer
Indirect Reports	Programme Officer
Job Purpose	
Coordinate provision of policy and other strategic guidance, technical support and capacity building for health promotion, the prevention, control, and management of Syndemic diseases; and to spearhead the strengthening of primary health care systems in the country, initiating development, implementation, monitoring, evaluation, and review of the programmes Policies, Strategies and guidelines.	
Key Responsibilities/ Duties / Tasks	
<ol style="list-style-type: none"> 1. Supporting the development, dissemination, and implementation of policies, strategies, standard & guidelines related to the Syndemic Diseases Control Programmes at the National and County level; 2. Supporting coordination of stakeholders to account for the implementation of syndemic diseases programmes in the country; 3. Supporting counties to develop and implement strategic plans for the Syndemic Diseases Control Programmes; 	

4. Establishing functional multi-sectoral committees to measure, review and report on the progress of the response to syndemic diseases.
5. Supporting the dissemination of performance reports to Ministries, Counties & Development Agencies & Government, and other relevant stakeholders, in line with set targets;
6. Participate in convening relevant stakeholders, both state and non-state, to advise and participate in syndemic diseases control and prevention;
7. Developing appropriate mechanisms for research surveillance , monitoring and evaluation of the syndemic diseases programme; and
8. Providing stewardship to ensure compliance with national, regional and global statutory reporting requirements of the Syndemic Diseases response.

Job Competencies (Knowledge, Experience and Attributes / Skills).

Academic qualifications

1. 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.
2. Master'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.

Professional Qualifications / Membership to professional bodies

1. Must be a member of a relevant professional body in good standing.
2. A supervisory course from a recognized institution

Previous relevant work experience required.

At least six (6) years relevant work experience, three (3) of which must have been in a supervisory role in public service or private sector.

Functional Skills, Behavioral Competencies/Attributes:

1. Analytical skills;
2. Communication skills;
3. Strategic and innovative thinking;

4. Good Interpersonal skills; and

5. Negotiation skills.

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

**The Chairperson
National Syndemic Diseases Control Council
Maktaba Kuu Building 2nd 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.