



KENYATTA UNIVERSITY TEACHING, REFERRAL & RESEARCH HOSPITAL (KUTRRH)

P.O. Box 7674-00100 GPO NAIROBI TELEPHONE: 1558
EMAIL: info@kutrrh.go.ke



JOB ADVERTISEMENT FOR THE POSITION OF CHIEF EXECUTIVE OFFICER

JOB REFERENCE NO. CEO/VERT1/2025

Kenyatta University Teaching, Referral and Research Hospital (KUTRRH) is a State Corporation established under Legal Notice No. 4 of 2019 as a Level 6 Referral Hospital equipped with state-of-the-art medical equipment and facilities. KUTRRH employs cutting edge research, innovation, training and partnerships to keep abreast with advancements in healthcare management. The Hospital's vision is to be a premier referral Hospital renowned for excellence in clinical care, training, research and innovation with a mission to enhance the health and well-being of Kenyans and global citizens through provision of patient-centered and evidence-based healthcare.

The KUTRRH Board of Directors invites applications from suitably qualified candidates to fill the position of Chief Executive Officer (CEO). Applicants should be persons who are dynamic, exceptional and visionary with good professional and ethical standing.

The CEO will be responsible for executing the overall strategy of the hospital, driving and inculcating a positive culture, providing strategic leadership, and ensuring prudent financial management.

Reporting to the Board of Directors, the Chief Executive Officer shall be the Accounting Officer and shall be responsible for the following duties and responsibilities:

- i. Oversee and direct the development and implementation of the Hospital's strategic initiatives.
- ii. Ensure that the Hospital's Strategic Plans are timely implemented, the Performance Contract objectives and targets are negotiated, achieved and timely reported.
- iii. Formulating, implement and review Policies, Procedures, Guidelines, professional standards and ethics governing medical practice;
- iv. Ensure the Hospital Information system is strategically aligned with the hospital's overall objectives, including patient care, cost effectiveness; and operational efficiency;
- v. Establishing strategic partnerships and collaboration with stakeholders in support of development of clinical services;
- vi. Promoting research, innovation, and technology transfer in the provision of clinical services;
- vii. Developing and implementing resource mobilization strategy to support provision of clinical and administrative services;
- viii. Ensuring prudent resource management, utilization and compliance to budgetary requirements and financial reporting;
- ix. Ensure that the Hospital's staff remain motivated to discharge their responsibilities effectively and efficiently, and in compliance with labor laws.
- x. Promote a culture of performance, compliance with regulations, statutory requirements, good corporate governance principles and best healthcare practices.
- xi. Ensuring maintenance of accurate and up to date database of all institutional assets including research projects and intellectual properties;
- xii. Steer the hospital towards the achievement of the relevant quality accreditation including Joint Commission International Accreditation (JCIA);
- xiii. Ensure staff training and development.

Key Qualifications and Experience Requirements

- a) Be a registered medical practitioner who holds a Master's degree in a health related field from a recognized institution.
- b) A minimum period of fifteen (15) years relevant work experience with at least ten (10) years in a senior management position in either the private or public sector.
- c) Holds at least ten years' post qualification professional experience.
- d) Leadership course lasting not less than four (4) weeks from a recognized institution.
- e) Fulfil chapter 6 of the Constitution requirements.

The shortlisted applicants will be required to submit the following compliance documents.

- a) Directorate of Criminal Investigation (DCI)
- b) Ethics and Anticorruption Commission (EACC)
- c) Kenya Revenue Authority (KRA)
- d) Higher Education Loan Board (HELB)
- e) Approved Credit Reference Bureau (CRB)
- f) Commission of University Education (CUE) recognition for degrees obtained from outside Kenya.

Core Competencies

- a) Visionary and Leading change
- b) Policy and strategic plans formulation and implementation
- c) Building organizational capability and establishing strategic directions
- d) Stakeholders focus
- e) High standards of professional ethics
- f) Resource management skills
- g) Managing performance/driving for outcomes
- h) Building work relationships

Terms of Service

The successful candidate will be engaged on a three (3) year contract renewable subject to satisfactory performance, for one further term of three (3) years.

HOW TO APPLY

Interested and eligible candidates may access detailed job description and person specifications required for the position at www.kutrrh.go.ke/ca-reers. Candidates should submit hard or soft copies of their applications as follows.

- a) **Soft copies to be sent via email: chairman.kutrrh@gmail.com**
- b) **Hard copies to be delivered to KUTRRH, Chairman Board of Directors office, 1st Floor Administration Building, during official working hours from 8.00 am to 5.00 pm, from Monday to Friday East African Time.**

The subject of the application should be: JOB APPLICATION – [CEO/VERT1/2025]. Applicants are required to attach the following documents in PDF: **Application Letter, Curriculum Vitae, Copy of National ID, copy of Valid Practicing License, copies of academic and professional certificates (MUST be certified by the issuing institution; all applicants with foreign qualifications must get the qualifications equated to those of the Kenyan education system), testimonials** and, any other relevant document. The application letter should include among other details; your current position, email and telephone contacts of three (3) referees.

Application deadline

All applications should reach KUTRRH not later than **Tuesday, 24th June 2025 at 5pm, East African Time**, addressed to:

**The Chairman,
Board of Directors,
Kenyatta University Teaching, Research & Referral Hospital
Kahawa West, Northern Bypass Road, Nairobi
P. O. Box 7674 - 00100, GPO Nairobi**

Please note:

1. **Kenyatta University Teaching, Referral, and Research Hospital does not charge a fee at any stage of the recruitment process.**
2. **Only shortlisted candidates will be contacted for interviews**
3. **Canvassing will lead to automatic disqualification**
4. **Interested candidates should provide all the details requested; it is an offence to include incorrect information in the application.**

KUTRRH is an equal opportunity employer and respects inclusivity, and diversity. Persons living with disabilities, marginalized and minority who meet the job specifications are strongly encouraged to apply.