



MINISTRY OF HEALTH

MATHARI NATIONAL TEACHING AND REFERRAL HOSPITAL

DECLARATION OF VACANCY
CHIEF EXECUTIVE OFFICER

In exercise of the powers conferred by the Constitution of Kenya, the State Corporations Act [Cap 446] and Legal notice 165/2020, and pursuant to the operationalization of Mathari National Teaching and Referral Hospital as a semi-autonomous government agency, the Board of Directors of Mathari National Teaching and Referral Hospital invites applications from suitably qualified, dynamic, visionary, and results-oriented Kenyans to fill the following vacant position:

POSITION TITLE: Chief Executive Officer (CEO)
Job Vacancy No: MNTRH/CEO/01/2026
TENURE: Three (3) years contract, renewable subject to performance
STATION: Mathari Teaching and Referral Hospital – Nairobi, Kenya
SALARY: **Ksh. 395,386 – Ksh. 560,000 per month plus applicable allowances and benefits.**

Duties and Responsibilities:

- Shall be the Accounting Officer of the hospital;
- Implement all the decisions of the Board;
- Facilitate the preparation and implementation of the hospital strategic and annual work plans;
- Prepare Annual Procurement and Disposal Plan for consideration and approval by the Board;
- Provide leadership in the development of the Board's programs;
- Spearhead the preparation of budget and financial reports for consideration and approval by the Board;
- Provide guidance to the Board and the management in the development and implementation of the best practice in Corporate Governance;
- Manage Risk framework of the Hospital;
- Develop performance standards together with mechanisms for ensuring compliance with set regulations;
- Ensure compliance with government policies and regulatory guidelines and directives;
- Implement the hospitals Vision and Mission and develop the hospitals short and long-term strategies;
- Initiate and oversee the formulation and implementation of policies, procedures and regulations for the hospital;
- Communicate on behalf of the hospital with stakeholders and update the Board of Directors;
- Coach, mentor, and develop leadership team to ensure excellent performance and effective succession planning in the hospital;
- Advise the Board of Directors on the performance and operation of the hospital;
- Manage Financial, Physical and the Human Resource Capital of the Hospital;
- Establish a corporate culture that promotes ethical practices and good governance;
- Establish, strengthen and oversee collaborations with multi-sectoral stakeholders for the realization of the hospitals mandate;
- Promote values and principles in accordance with the existing laws;
- Spearhead resource mobilization activities.

Requirements for Appointment:

- Bachelor's degree in Medicine and Surgery or its equivalent qualification from a recognized University.
- Master's degree in a health-related field from a recognized University.
- Registered medical practitioner with the Kenya Medical Practitioners and Dentists Council.
- Hold a current practicing license and specialist recognition certificate
- Leadership course lasting not less than four (4) weeks from a recognized institution.
- Management course lasting not less than four (4) weeks from a recognized institution.
- Certificate in computer applications.
- Fulfilled the requirements of Chapter Six of the Constitution of Kenya, 2010.

Key Competencies and Skills:

- Strong leadership and people management skills.
- Demonstrate high integrity.
- Ability to drive change, effectively prioritize activities and address complex problems.
- Good judgment, intellectual curiosity and genuine interest in mental healthcare.
- Innovative and entrepreneurial thinking with an ability to work independently.
- Ability to mobilize and efficiently utilize resources.
- Strong decision making, analytical and detail-oriented skills.
- Effective communication and negotiation skills.
- Be a team player.
- Good understanding of the public service procedures.

Remuneration:

The successful candidate will be offered a competitive remuneration package comprising a basic salary of a minimum Ksh. **395,386** to a maximum of Ksh. **560,000** per month, together with the applicable allowances and benefits as per the approved terms and conditions of service for Mathari National Teaching and Referral Hospital.

How to Apply:

Interested and suitably qualified candidates should submit their applications clearly indicating the position and job reference number together with:

- A detailed curriculum vitae;
- Copies of academic and professional certificates;
- Copy of National Identity Card or Passport;
- Names and contacts of three (3) referees;
- Clearance certificates from:
 - Kenya Revenue Authority (KRA)
 - Higher Education Loans Board (HELB)
 - Ethics and Anti-Corruption Commission (EACC)
- Directorate of Criminal Investigations (DCI)
- Credit Reference Bureau (CRB)

Applications should be addressed to:

The Chairperson

Board of Directors

Mathari National Teaching and Referral Hospital

NAIROBI, KENYA

To be hand delivered to Mathari National Teaching and Referral Hospital's Administration Office OR sent via email: boardchair@mntrh.go.ke

To be received on or before 25th September 2026 at 5:00 p.m.

NOTE:

Only shortlisted candidates will be contacted. Canvassing in any form will lead to automatic disqualification. Mathari National Teaching and Referral Hospital is an equal opportunity employer and is committed to diversity and inclusion.