



JUDICIAL SERVICE COMMISSION

INTERNAL VACANCY ANNOUNCEMENT

The Judicial Service Commission is established under Article 171 of the Constitution of Kenya, 2010, with a mandate of promoting and facilitating the independence and accountability of the Judiciary, and the efficient, effective and transparent Administration of Justice. The Commission invites applications from suitable candidates to fill the position of **Senior ICT Officer, Database Administration** in the Judiciary.

1. POSITION: SENIOR ICT OFFICER, DATABASE ADMINISTRATION (JSG 4)

Job Reference Number	:	V/No. 9 /2026
Number of Posts	:	One (1)
Terms of Service	:	Permanent and Pensionable
Gross Salary Scale	:	Kshs. 235,904 - 338,164 p.m

Job Purpose:

The Job holder will supervise the development, deployment and maintenance of key ICT Databases.

Reporting Responsibilities:

The job holder is responsible to the Assistant Director, ICT Systems.

Area of Deployment:

Directorate of Information, Communication and Technology.

Key Duties and Responsibilities:

- i. Leading the designing and construction of highly available and secure databases, data warehouses, data marts, and business intelligence platforms.
- ii. Managing performance, integrity, and security of databases and database servers.
- iii. Setting up, monitoring, and maintaining disaster recovery solutions for production databases.
- iv. Designing, creating and maintaining customized database reports and perform data analysis using Business Intelligence (BI) tools.
- v. Establishing, implementing, maintaining and testing database back-up and recovery plans.
- vi. Developing and maintaining the Judiciary data dictionary (Metadata).
- vii. Creating storage and archiving processes to facilitate the systems to function optimally.
- viii. Resolving escalated application and database technical issues raised by users.
- ix. Synchronizing and migrating data and databases between development, quality assurance, and production environments.
- x. Research on ICT database solutions for business functions; and
- xi. Conducting performance management, mentoring, guidance and counselling of staff.

Job Requirements: Academic and Professional Qualifications

For appointment to this grade, the applicant must have: -

- i. Possess a Bachelor of Science degree in any of the following fields: Computer Science, Computer Technology, Informatics, Computer Science & Technology, Information Systems, Business Information Technology (BBIT), Computing Science and Technology, Computer Security and Forensics or its equivalent qualification from a recognized Institution.
- ii. Possess at least two (2) certifications in database administration, such as Oracle Certified Associate, Oracle Certified Professional (OCP), Microsoft SQL Server Certification, or PostgreSQL.
- iii. Be a member of recognized professional body.
- iv. Possess at least two (2) certifications in either Database Administration, Business analytics or equivalent.
- v. Management of ICT projects.
- vi. Possess a Course in Senior Management or its equivalent from a recognized institution; and
- vii. Meet the Requirements of Chapter Six (6) of the Constitution.

Experience:

- i. Served for a minimum of **three (3) years** at the grade of ICT Officer I (Infrastructure, Database, Systems), JSG 5 or in a comparable position.
- ii. Experience of at least 3 years of software Full Stack development experience that includes managing software projects through the entire software lifecycle (requirements analysis, design, implementation, deployment, post-deployment support).
- iii. Knowledge/experience working in System Administration, Network Administration, Datacenter Services or ICT Project Management is imperative.
- iv. Experience with database technologies such as PostgreSQL, Oracle, SQL Server, MySQL, or MongoDB.

- v. Experience with database programming languages such as SQL, PL/SQL, T-SQL, or JDBC.
- vi. Experience with data modelling, schema design, and normalization.
- vii. Experience with backup and recovery, high availability, and disaster recovery technologies.
- viii. Experience with database security and access control.
- ix. Experience with Database load balancing, performance tuning and optimisation; and
- x. ERP deployment and support will be an added advantage.

Job Core Competencies:

- i. Excellent written and oral communication skills.
- ii. Leadership and Good interpersonal skills.
- iii. Professional and Technical competence.
- iv. Confidentiality and Integrity.
- v. attention to details and accuracy.
- vi. Analytical and Negotiation Skills; and
- vii. Organizational, planning skills and Results-oriented.

HOW TO APPLY

Interested and qualified persons are requested to make their applications by filling an **Online Application** for Employment Form available at the JSC jobs portal:

jsc.go.ke/jobs

Applicants should upload soft copies of the following documents to the **online application portal**:

- (a) A letter of application;
- (b) A detailed and updated curriculum vitae, *to include background information such as past employment record (if any).*

- (c) Names of three (3) referees; two (2) professional referee and one (1) character reference;
- (d) Certified copies of National Identity Card (I.D), Passport or any other relevant identifiable legal documents;
- (e) Certified copies of academic and professional certificates, testimonials and academic transcripts;
- (f) Applicant's recent coloured passport size photographs (2 No.).

The application must reach the Commission **NOT LATER THAN 30TH JANUARY 2026.**

PLEASE NOTE

1. Only shortlisted and successful candidates will be contacted.
2. Canvassing in any form will lead to automatic disqualification.
3. Successful candidates will be required to submit valid copies of clearance certificates from the following bodies: -
 - Kenya Revenue Authority,
 - Higher Education Loans Board,
 - Directorate of Criminal Investigation,
 - Ethics and Anti-Corruption Commission,
 - a recognized Credit Reference Bureau, and
 - Clearance from relevant professional body.
4. The Judicial Service Commission is committed to implementing the provision of Article 232 of the Constitution on fair competition and merit, representation of Kenya's diverse communities and affording equal employment opportunities to men, women, members of all ethnic groups and persons with disabilities.
5. Shortlisted candidates shall be required to produce originals of their National Identity card, academic and professional certificates and transcripts during interview.

6. It is a criminal offense to present fake documents or false information.

To proceed and apply for this position please click this link
recruitment.jsc.go.ke

***THE JUDICIAL SERVICE COMMISSION IS AN EQUAL-OPPORTUNITY
EMPLOYER. PLEASE NOTE THAT JSC RECRUITMENT SERVICES ARE FREE OF
CHARGE***

THE SECRETARY,

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