



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 Judicial Staff to fill the position of **Information Systems Auditor II** in the Judiciary.

POSITION: INFORMATION SYSTEMS AUDITOR II (JSG 6)

Job Reference Number	:	V/No. 31/2026
Number of Posts	:	One (1)
Terms of Service	:	Permanent & Pensionable
Gross Salary Scale	:	Kshs. 139,588 – 200,097 p.m.

Job Purpose:

To conduct audits on the Judiciary's IT infrastructure, application systems and processes to provide assurance regarding the integrity, availability and confidentiality of the Judiciary's information through evaluation of internal controls within the information systems environment.

Reporting Responsibilities:

The job holder is responsible to Information Systems Auditor I.

Area of Deployment:

Directorate of Audit & Risk Management.

Key Duties and Responsibilities:

- i. Carrying out annual risk assessment and preparation of annual internal audit work plan and budget;
- ii. Reviewing internal controls and operations of ICT systems;
- iii. Verifying existence and safety of ICT assets;
- iv. Preparing and maintaining audit working papers;
- v. Preparing draft audit findings, recommendations and conclusions and submit draft audit reports for review;
- vi. Following up on the implementation of internal and external audit recommendations;
- vii. Carrying out investigations on irregularities identified or reported on in audit reports or by management or any other source;
- viii. Researching and keep abreast with ICT trends, relevant changes in laws, regulations and procedures in auditing, accounting, finance, procurement and other relevant areas; and
- ix. Performing any other duties that may be assigned from time to time.

Job Requirements: Academic and Professional Qualifications

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

- i. A bachelor's degree in any of the following disciplines: Computer Science, Engineering, Mathematics, Statistics, or any other relevant field.
- ii. Passed Certified Information Systems Auditor (CISA) and registered with Information Systems Audit and Control (ISACA); and
- iii. Met the requirements of Chapter Six (6) of the Constitution

Experience:

None

Job Core Competencies:

- i). Good Interpersonal and Communication skills;
- ii). Supervisory and Problem-solving skills;
- iii). Confidentiality and High Integrity;
- iv). Hands-on and Results Oriented;

v). Ability to work under pressure; and

vi). Merit and ability as reflected in work performance and results.

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: <https://jsc.go.ke/jobs-2/>.

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

- (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) Copies of National Identity Card (I.D), Passport or any other relevant identifiable legal documents;
- (e) Copies of academic and professional certificates, testimonials and academic transcripts;
- (f) Applicant's recent coloured passport size photograph.

Shortlisted candidates will be required to submit valid copies of clearance certificates from the following bodies during the interview: -

- 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.

The application must reach the Commission **NOT LATER THAN 12TH JUNE 2026 AT 5.00PM**

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

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

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