



JUDICIAL SERVICE COMMISSION

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 **Deputy Director, Research & Data Analytics** in the Judiciary.

POSITION: DEPUTY DIRECTOR, RESEARCH & DATA ANALYTICS - (JSG 2)

Job Reference Number	:	V/No.23 /2026
Number of Posts	:	One (1)
Terms of Service	:	Five (5) year contract-renewable subject to satisfactory performance
Gross Salary Scale	:	Kshs.389,053- 628,899 p.m.

Job Purpose:

To lead and oversee institutional research and data analytics functions by generating high-quality evidence, insights, and predictive intelligence that inform strategic planning, policy formulation, performance management, and evidence-based decision-making

Reporting Responsibilities:

The job holder is responsible to the Director, Strategy Planning and Organizational Productivity

Area of Deployment:

Directorate of Strategy Planning and Organizational Productivity

Key Duties and Responsibilities:

- i. Leading the development, review, and implementation of institutional data governance frameworks, including policies, standards, procedures, tools, and reporting protocols.
- ii. Establishing and enforcing data quality assurance mechanisms to ensure accuracy, consistency, integrity, confidentiality, and security of institutional data.
- iii. Promoting compliance with public sector data management regulations and ethical standards
- iv. Designing and operationalizing standardized protocols for data collection, validation, analysis, storage, and dissemination across court stations and directorates.
- v. Ensuring efficient and timely collation, analysis, and dissemination of statistical reports
- vi. Overseeing institutional data analytics initiatives including data mining, statistical modeling, trend analysis, forecasting, and predictive analytics
- vii. Coordinating preparation and dissemination of comprehensive caseload statistics and performance reports to management and oversight bodies.
- viii. Coordinating and supervising applied research on emerging and topical issues affecting the administration of justice.
- ix. Leading the dissemination of research findings to inform policy formulation, judicial reforms, and institutional strategy
- x. Providing technical leadership, mentorship, and performance oversight to research and analytics staff.
- xi. Coordinating training initiatives to strengthen institutional capacity in data literacy, analytics tools, and research methodologies.
- xii. Promoting a culture of data-driven decision-making and continuous improvement.

Job Requirements: Academic and Professional Qualifications

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

- i. Master's degree in any of the following disciplines: Economics, Project Management, Business Administration, Strategic Management, Mathematics, Statistics, Social Sciences or relevant qualification from a recognized institution
- ii. A Bachelor's degree in any of the following disciplines: Economics, Project Management, Public Policy & Administration, Statistics, Mathematics, Social Sciences or any other relevant qualification from a recognized institution.
- iii. Relevant professional certification.
- iv. Membership to a relevant professional body.

- v. A Course in Strategic Leadership Development or its equivalent.
- vi. Proficiency in computer applications; and
- vii. Met the requirements of Chapter Six (6) of the Constitution.

Experience:

Minimum **twelve (12) years** relevant work-experience with at least **three (3) years** in Senior Management Level OR **six (6) years** in middle level management.

Job Core Competencies:

- i. Strategic Leadership and Good Interpersonal Skills.
- ii. Excellent written and oral communication skill.
- iii. Analytical and Negotiation Skills.
- iv. Organizational and planning skills.
- v. Confidentiality, Integrity and Attention to details Rational & Evidence-Based Decision-Making Skills Time Management and the ability to prioritize work;
- vi. Research and Data Management Skills.

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***

THE SECRETARY,
JUDICIAL SERVICE COMMISSION,
P.O. BOX 40048 – 00100 NAIROBI,
Telephone: +254 20-2739180
E-mail: recruitment@jsc.go.ke
CBK Pension Towers, 13th Floor.
Harambee Avenue, Nairobi