

SOCIAL HEALTH AUTHORITY (SHA)

DECLARATION OF VACANCIES

The **Social Health Authority (SHA)** is a State Corporation established under the **Social Health Insurance Act, 2023** and mandated to provide financial risk protection for Kenyan residents by facilitating equitable access to quality healthcare. SHA is responsible for administering the Social Health Insurance Fund, Primary Healthcare Fund, and Emergency, Chronic, and Critical Illness Fund in collaboration with stakeholders.

To enhance institutional capacity and deliver on its mandate, the SHA Board seeks to recruit visionary, result-driven, and experienced professionals for the following Senior Management positions.

S/NO	DESIGNATION	SHA GRADE	NO OF POSITIONS
1.	Director, Provider and Beneficiary Management	2	1
2.	Director, Benefits & Claims Management	2	1
3.	Director, Corporate Services	2	1
4.	Director, Funds & Finance Management	2	1
5.	Director, Internal Audit	2	1
6.	Deputy Director, County Coordination	3	1
7.	Deputy Director, Legal Services	3	1
8.	Deputy Director, Human Resource Management & Development	3	2
9.	Deputy Director, Administration	3	1
10.	Deputy Director, Corporate Communication	3	1
11.	Deputy Director, Information & Communication Technology	3	1
12.	Deputy Director, Finance & Accounts	3	1
13.	Deputy Director, Funds Management	3	1
14.	Deputy Director, Supply Chain Management	3	1
15.	Deputy Director, Internal Audit	3	2
16.	Deputy Director, Claims Management	3	1
17.	Deputy Director, Benefits Management	3	1
18.	Deputy Director, Registration and Compliance	3	1
19.	Deputy Director, Provider Management	3	1
20.	Deputy Director, Planning & Linkages	3	1
21.	Assistant Director, County Coordination	4	1
22.	Assistant Director, Legal Services	4	2
23.	Assistant Director, Human Resource	4	2
24.	Assistant Director, Administration	4	2
25.	Assistant Director, Corporate Communication	4	1
26.	Assistant Director, Customer Experience	4	1
27.	Assistant Director, ICT	4	1
28.	Assistant Director, Fund Management	4	2
29.	Assistant Director, Finance and Accounts	4	2
30.	Assistant Director, Supply Chain Management	4	1
31.	Assistant Director, Internal Audit	4	3
32.	Assistant Director, Claims Management	4	2

S/NO	DESIGNATION	SHA GRADE	NO OF POSITIONS
33.	Assistant Director, Benefits Management	4	2
34.	Assistant Director, Registration and Compliance	4	2
35.	Assistant Director, Provider Management	4	1
36.	Assistant Director, Planning & Linkages	4	2
37.	Principal Officer, Claims Management	5	15
TOTAL			64

To access full advertisement, including detailed job descriptions, core functions, and person specifications, kindly visit the SHA website at <https://recruitment.sha.go.ke/>

APPLICATION REQUIREMENTS

Applicants must satisfy the requirements of Chapter Six of the Constitution of Kenya by submitting valid and current copies of the following:

1. Certificate of Good Conduct from the Directorate of Criminal Investigations.
2. Tax Compliance Certificate from the Kenya Revenue Authority.
3. Clearance Certificate from the Higher Education Loans Board (HELB).
4. Clearance Certificate from the Ethics and Anti-Corruption Commission (EACC).
5. Report from a Credit Reference Bureau (CRB).

HOW TO APPLY

Interested candidates should submit their applications, including:

- A detailed curriculum vitae.
- Copies of academic and professional certificates.
- A cover letter demonstrating suitability for the position.
- Contacts of at least three professional referees.

Applications should be addressed to:

The Chairperson
Social Health Authority
P. O Box 30443-00100
Ragati Road
NAIROBI

Applications can be submitted online on <https://recruitment.sha.go.ke/> or physically delivered to SHA building 10th floor by clearly marking the position applied for on the envelope.

DEADLINE

All applications must be received by **5.00pm 19th August 2025**.

TERMS OF SERVICE

A competitive remuneration package as advised by the Salaries & Remuneration Commission will be offered to the successful candidate.

SHA is an equal opportunity employer committed to diversity and gender equality. Canvassing will lead to automatic disqualification. Only shortlisted candidates will be contacted.