



## THE NATIONAL LAND COMMISSION

### ADVERTISEMENT

National Land Commission (NLC) is a Constitutional Commission established under Article 67 of the Constitution of Kenya, 2010 and operationalized by the National Land Commission (NLC) Act, 2012, the Land Act, 2012 and the Land Registration Act, 2012. The broad mandates of the Commission are inter-alia to; manage public land on behalf of the National & County Governments, recommend a National Land Policy to the National Government, advise the National Government on a Comprehensive program for the registration of title to Land throughout Kenya, conduct research related to land & the use of natural resources & make recommendations to appropriate authorities and initiate investigations on its own initiative or on a complaint into present or historical land injustices & recommend appropriate redress. Pursuant to Article 252 1(c) of the Constitution of Kenya and Section 22 of the NLC Act, which provides that the Commission shall have the power to appoint its own staff, the Commission invites applications from suitable candidates for the following vacant positions:

#### 1. LAND USE PLANNING AND RESEARCH DIRECTORATE

**SENIOR LAND USE PLANNING OFFICER – (GRADE NLC 6) – THREE (3) POSTS- JOB REF: NLC/LUP/1/2023**

#### **Terms of Appointment**

The appointment will be on a Permanent and Pensionable terms

#### **Personal Emolument for the position of Senior Land Use Planning Officer**

Basic Salary Scale	:	Kshs Min 58,000 – Max 98,000 Per month
House Allowance	:	Kshs. 28,000 Per month
Commuter Allowance	:	Kshs. 12,000 Per month
Leave Allowance	:	Kshs. 20,000 Per annum
Medical Cover	:	As provided by the Commission

## **Job Purpose**

The purpose of this job is to undertake monitoring and oversight over the preparation and implementation of land use plans by Ministries, Departments and Agencies (MDAs), County governments and Community Land Management Committees in accordance with Article 67(2) (h) of the Constitution, Section 5(1) (h) of the National Land Commission Act, 2012; Physical and Land use Planning Act, 2019 and other land laws.

## **Duties and Responsibilities;**

1. Supervises and provides guidance to Land Use Planning Officers on the Implementation of Land Use plans.
2. Leads in monitoring implementation of land use plans by the Ministries, Departments and Agencies.
3. Undertakes monitoring of land use planning by Ministries, Departments and agencies (MDAs), county governments and communities to determine adherence to standards and guidelines.
4. Reviews land use plans prepared by the Ministries, Departments, state Agencies (MDAs) County governments and Community Land Management Committees in line with the provisions of land use planning laws.
5. Conducts research on matters relating to land use planning at the inter-county and county level and make recommendations.
6. Collects land use planning data and information on emerging issues and provide feedback to inform preparation and updating of land use planning guidelines and standards.
7. Prepares Public Education and sensitization materials on land use plan preparation, implementation and review of plans.
8. Updates inventory of land use plans submitted to the Commission by public agencies, county governments, national government and community land management committees.
9. Evaluates Airspace Master Plan for the safe and efficient utilization of Kenyan airspace; (section 7(v) of the Civil Aviation Act No 21 of 2013).
10. Undertakes public education on land use planning to promote public awareness on development control.
11. Evaluates land use plans for strategic national projects as per section 69 of the Physical and Land Use Planning Act, 2019.
12. Undertakes land suitability studies for land acquisition for public use and land banking.
13. Undertakes research and drafts responses on parliamentary question related to land use planning.

14. Drafts advisories to National Land Commission coordinators at County Levels in their function of processing development applications.
15. Prepares state of land use planning reports for submission to other oversight agencies.
16. Prepares monitoring report on implementation of land use plans
17. Updates Principal Land Use planning Officers on emerging issues on land use planning.
18. Represents the Directorate in various committees, conferences and workshops.

**Job Competencies (Knowledge, Experience and Attributes / Skills):**

**Academic Qualifications;**

Bachelor's degree in Urban and Regional planning or other relevant field from a recognized university

**Professional Qualifications / Membership to professional bodies;**

Graduate member certificate from a recognized planners' professional association and in good standing.

**Previous relevant work experience required.**

1. At least 5 years' experience in Urban and Regional Planning or in a comparable position from a reputable organization.
2. Understanding of various types of plans at urban, inter-county, county and national levels.
3. Knowledge of the Constitution 2010, relevant legislation including Land Act, 2012 Physical and Land use planning Act, 2019 County Governments Act, 2012 and Urban Areas and Cities Act 2011 and other land laws.

**Applicants must possess level of knowledge and skills in the following areas;**

1. Planning skills.
2. Managerial skills.
3. Organization skills.
4. Computing skills.
5. Communication skills.
6. Leadership skills.

7. Negotiation skills.
8. Problem solving skills.
9. Analytical skills.
10. Supervisory skills.
11. Counselling skills.
12. Presentation skills.
13. Report writing.

### **MODE OF APPLICATION:**

- i. Candidates should attach all documents to the application form (download from the website).
- ii. Details of academic and professional certificates not obtained by closure of the advert should not be included,
- iii. Shortlisted candidates shall be required to produce originals of their National Identity card, academic and professional certificates, transcripts and testimonials during interviews.
- iv. Please note that it is a criminal offence to present fake certificates.

### **If you possess or meet the above qualifications, please send;**

- i. Your application letter together with detailed Curriculum Vitae including names of three referees and their full contacts (Name, post office box number, email address, and telephone/mobile phone contact)
- ii. Copies of academic certificates and testimonials:

Applicants are advised to visit our [website www.landcommission.go.ke](http://www.landcommission.go.ke) for instructions on how to apply. Applicants **MUST apply both online and submit hard copies** of their applications.

In case you do not hear from us, please consider your application as unsuccessful.

Please note that canvassing for this position will lead to automatic disqualification.

All applicants must meet the requirements of Chapter Six (6) of the Constitution of Kenya.

**The National Land Commission is an equal opportunity employer; women, people from marginalized areas and Persons living with disabilities are encouraged to apply.**

All hardcopy applications should be submitted to:

**THE SECRETARY/CEO  
NATIONAL LAND COMMISSION  
316 UPPERHILL CHAMBERS  
20<sup>TH</sup> FLOOR  
P.O BOX 44417-00100, NAIROBI.**

The applications should reach the office of the Secretary/ CEO, National Land Commission **on or before 18<sup>th</sup> September 2023 by 5.00pm.**