



**MARITIME ORGANISATION FOR EASTERN, SOUTHERN AND NORTHERN AFRICA  
(MOESNA)**

**VACANCY ANNOUNCEMENT**

**POSITION:  
DIRECTOR TRADE FACILITATION AND POLICY HARMONISATION**

Applications are invited from suitably qualified Kenyan Citizens to fill the position of Director, Trade Facilitation and Policy Harmonisation at the Secretariat of the Maritime Organisation for Eastern, Southern and Northern Africa (MOESNA) headquartered in Mombasa. The Director Trade Facilitation and Policy Harmonisation Heads one of the core departments of the Organisation's Secretariat.

**A) THE ORGANISATION**

The Maritime Organisation for Eastern, Southern and Northern Africa is a regional inter-governmental body Mandated with the Promotion, Protection and Coordination of the Shipping and Maritime Interests of the Region. Founded in 1967 as the Intergovernmental Standing Committee on Shipping (ISCOS), the Organisation was in 2024 rebranded into the Maritime Organisation for Eastern, Southern and Northern Africa (MOESNA) to align the name with its geographical Mandate. MOESNA represents a unified commitment by States in the Eastern, Southern, and Northern Africa, largely connected through the West Indian Ocean, the South Atlantic, and the red sea to collaborate and work together in addressing the multifaceted Shipping and Maritime challenges facing the sector, building synergies, riding on each other's strengths and setting the Strategic path for the transformation of Africa's Shipping and Maritime Sector.

**B) PARTICULARS OF THE APPOINTMENT JOB TITLE:**

**JOB TITLE:** Director Trade Facilitation and Policy Harmonisation  
**APPOINTED BY:** The Coordination Committee  
**REPORTING TO:** The Secretary General  
**GRADE:** P5

**C) JOB PURPOSE**

Facilitation of Maritime Trade and the Harmonisation of Maritime Transport policies within and across the MOESNA Member States. The job holder is expected to advise Member States in formulation of appropriate laws, regulations and programs to promote effective and efficient regional seaborne trade.

**D) DUTIES AND RESPONSIBILITIES INCLUDE:**

- i. Assisting the Organisation in the enactment of Instruments and Protocols to do with Shipping, Maritime Trade/Maritime Cabotage, Maritime safety and Security and Marine Environment Protection;
- ii. Ascertaining and recommending favorable trading practices that would facilitate and promote effective and efficient regional and seaborne trade;
- iii. Analyzing the impact of transport policies and regulations on seaborne trade and advising Member States on the implementation of intermodal transport solutions;

- iv. Monitoring and reporting on route costs of inland transport and cooperation with relevant government agencies, private sector and other stakeholders in Ports, transit routes, border points and mitigation of tariff and non-tariff barriers;
- v. Monitoring and advising on the implementation status of International Trade Agreements by Member States including membership to international bodies;
- vi. Developing/reviewing and monitoring the modalities for cooperation with other regional Organisations on matters pertaining to trade facilitation, policy harmonization and implementation of commercial maritime conventions, policies and practices;
- vii. Monitoring potential conflict arising when one country imposes trade restrictions against imports from another country which would affect trade generally at regional and international level.
- viii. Promoting capacity for shippers/shippers' councils, and other industry players in freight consultations/negotiations and lobbying for favorable policies and regulations on shipping services;
- ix. Promoting the establishment of national maritime administrations in Member States and encouraging cooperation among the existing national maritime administrations;
- x. Assisting national bodies in setting up mechanisms for improving the flow of goods in the transport corridors and monitoring cost of inland transport to enhance efficiency in seaborne trade;
- xi. Advising Member States in formulating policies and regulations that promote the participation of women and youth in the maritime industry and creation of employment opportunities for them;
- xii. Providing technical services to MOESNA Organs;
- xiii. Formulating and overseeing implementation of Directorate annual plans and budgets;
- xiv. Supervising staff under the Directorate in accordance with Human Resource Regulations; and
- xv. Performing any other duties as may be assigned by the Secretary General subject to the provisions of the Human Resource Regulations.

#### **E) QUALIFICATIONS AND WORK EXPERIENCE:**

- i. A Bachelor's degree in Maritime Law from a recognized University.
- ii. Holders of a Bachelor's degree in Maritime Transport Studies, Maritime Engineering, Ship management/Master Mariner or their equivalents with qualifications in Maritime Law can apply.
- iii. A Master's degree in the afore mentioned fields will be an added advantage.
- iv. Must have served for a minimum of five (5) years in the relevant field in a reputable institution.
- v. Knowledge of the institution.

#### **F) COMPETENCIES:**

- i. Have ability to take leadership of a professional team and promote team spirit geared towards achievement of MOESNA objectives.
- ii. Excellent written and verbal communication skills.
- iii. Possess an aptitude for relationship building through negotiation and networking.
- iv. Have extensive knowledge of operations management and trade policies or customs policies, statistics or shipping/ port procedures.
- v. Have competence in use of Information and Communications Technology (ICT).
- vi. Fluent in English.

#### **G) MANDATORY REQUIREMENTS**

Applicants should satisfy the requirements of Chapter Six of the Constitution of Kenya; and in addition, obtain and submit clearances from the following:

- i. Kenya Revenue Authority (KRA);
- ii. Credit Reference Bureau (CRB);
- iii. Criminal Investigation Department (D.C.I);
- iv. Ethics & Anti-Corruption Commission (EACC);
- v. Higher Education Loans Board (HELB); and
- vi. Former employer, where applicable.

## **H) SALARY AND BENEFITS**

In addition to an attractive and competitive salary, the successful candidate shall enjoy several benefits which include Housing allowance, Airtime allowance, and Gratuity on separation equivalent to 25% of the basic salary earned during the period of service.

Other benefits include a medical Insurance cover for self, spouse and 4 children aged below 23yrs, limited education allowance for a maximum of 4 children aged below 23 years, 36 working days of leave per year, and paid home leave.

## **I) CONTRACT PERIOD**

The successful candidate will sign a 4-year contract with MOESNA renewable twice subject to satisfactory performance.

## **J) MODE OF APPLICATION**

Interested and qualified persons are requested to submit their applications alongside their CVs, certified copies of their relevant certificates and testimonials as well as the names and addresses of three referees. Please include a day telephone contact and address your application to:

**The Principal Secretary  
State Department for Shipping and Maritime Affairs  
P O Box 30799 – 00100  
NAIROBI, KENYA**

## **OR**

Hand-deliver it to NSSF Annex Building, 8th Floor, Human Resource Management Registry, Room No. 23 on or before 29th August 2025 by 5:00pm.

Please note:

- i. Only shortlisted and successful candidates will be contacted.
- ii. Shortlisted candidates shall be required to produce original of their academic and professional certificates during the interview.
- iii. Canvassing in any form will lead to automatic disqualification