

Assistant Forester (9 Posts) at Kenya Forestry Research Institute (KEFRI)

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Job Description

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The Kenya Forestry Research Institute (KEFRI) is a state corporation established in and mandated to undertake research in forestry and allied natural resources. The institute conducts research and development activities under five thematic areas namely: Forest productivity and Improvement; Biodiversity and Environment Management; Forest Products Development; Social-economics, Policy and Governance and Technical Support Services.

Mandate * Conduct research in forestry and allied natural resources; * Disseminate research findings; and * Establish partnerships and cooperate with other research organizations and institutions of higher learning in joint research and training. Strategic Objectives * To enhance: Vision delivery; customer/stakeholder satisfaction and retention; linkage and partnership with stakeholders; and livelihoods. * To increase forest technologies and innovations; enhance multi-sectoral and public-private sector research; enhance knowledge management and dissemination systems.

Duties and Responsibilities

Undertake seed source survey, identification and documentation;

Undertake flower and seed survey;

Prepare monthly, Quarterly and annual seed collection programme;

Mobilize financial, human and physical resources required in seed collection;

Supervise seed collectors during seed collection exercise to ensure efficient production of quality seed;

Supervise seed processing and storage to ensure efficient production of quality seed;

Documents all processes of seed production including collected seed and prepare all required reports;

Ensure safety of seed collectors and collected seed;

Ensure orderliness and cleanliness in the entire seed production process including equipment and facilities;

Supervise and mentor junior staff, interns, students on attachment;

Identification of material resources required for undertaking seed production and assisting in their procurement;

Host technical and non-technical visitors;

Prepare and sign KEFRI staff performance contract with your supervisor;

Participate in implementing relevant ISO standards in Research and Development;

Participate in compilation of departmental quarterly and annual reports; and

Any other duty as assigned from time to time.

Requirements for Appointment

Kenya Certificate of Secondary Education (KCSE) minimum grade "C-" (C Minus) or its equivalent qualification from a recognized institution;

Diploma in Forestry from a recognized institution;

A team player, good in communication and report writing; and

Certificate in Computer Applications from a recognized institution.

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