

Principal Legal at Kenya Nuclear Regulatory Authority (KNRA)

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Job Description

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Kenya Nuclear Regulatory Authority (KNRA) is a public entity established under Section 5 of the Nuclear Regulatory Act No. 29 of , which commenced on 10th January , to provide protection of persons, property and the environment against the harmful effects of ionizing and non-ionizing radiation through the establishment of a system of regulatory control.

Vacancy No. KNRA/08/

For appointment to this Grade, a candidate must have: –

A minimum period of eight years relevant work experience, three years of which must have been in a supervisory role;

Bachelor's degree in law (LLB) or any other relevant and equivalent qualification and equivalent qualification from a recognized institution;

Master's degree in law (LLM) or any other relevant and equivalent qualification and equivalent qualification from a recognized institution;

Postgraduate Diploma in Laws from the Council of Legal Education;

Membership to the Law Society of Kenya and in good standing;

Advocate of the High Court of Kenya;

Valid and current Practicing Certificate;

Management course lasting not less than four weeks from a recognized institution;

Proficiency in computer applications; and

Fulfilled the requirements of Chapter Six of the Constitution of Kenya.

Duties and Responsibilities

Assisting in coordinating the legal services' function;

Formulating, implementing and reviewing the Authority's legal policies and procedures;

Implementing and reviewing the Corporation's legal policies and procedures;

Providing legal risk reviews and providing legal advice on risk mitigation;

Representing the Court matters and managing litigation on behalf of the Authority under the conduct of external counsel;

Participating in developing and ensuring compliance with the Authority's Policies and strategies;

Undertaking legal research and preparing legal opinions and memoranda on matters relating to the Authority;

Managing litigations and advise on procedures, legal requirements on matters relating to the Authority's properties, staff and any other issues that may attract litigations;

Drafting contracts, internal policies and ensuring that they are in compliance with all statutory requirements;

Vetting and negotiating contracts, formal agreements and other legal instruments to meet the laid down requirements for execution;

Initiating required legislation amendments for the promotion of the Authority's activities;
and

Assisting the Corporation Secretary in offering Board secretarial Services.

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