



**4. BUSINESS DEVELOPMENT OFFICER II, GRADE 8 (REF. NO. KeNHA/ BUSINESS DEVELOPMENT OFFICER II/ 04/2025) – 1 POSITION**

<b>Job Title:</b>	<b>BUSINESS DEVELOPMENT OFFICER II</b>	<b>KeNHA GRADE 8</b>	<b>1 Position</b>
<b>Terms of Service</b>	<b>Permanent &amp; Pensionable</b>		
<b>Place of Work:</b>	KeNHA		
<b>Directorate:</b>	Planning Research and Compliance		
<b>Reporting to:</b>	Senior Business Development Officer & Innovation		
<b>Supervises:</b>	N/A		

**Job Purpose**

Responsible for assisting in coordination, oversight and advisory on Business Development, activities across the Authority.

**Job Description**

Duties and responsibilities at this level will entail:-

- (i) Gathering data for the business market survey for the Authority;
- (ii) Collecting input data for the development of revenue strategy and resourcing plans;
- (iii) Collecting data on existing revenue generating assets for the Authority;
- (iv) Drafting business and resource mobilization plans, strategies and programmes; Facilitating negotiations for contracts for alternative revenue sources;
- (v) Assisting in coordinating the development and implementation of local and international resource mobilization strategies;
- (vi) Supporting in the identification of funding based and fundraising partners; and
- (vii) Assisting in coordinating and leading income generation activities.

**Job Specifications**

For appointment to this grade, an officer must have:

- (i) Bachelor’s Degree in any of the following disciplines: - Marketing, Accounting, Finance, Economics, Business Administration or its equivalent qualification from a recognized
- (ii) Proficiency in computer applications.