

1. Officer Strategy Performance Monitoring - CPF/OSPM/25

Job Title:	Officer, Strategy Performance Monitoring
Directorate/Division	Strategy and Performance Monitoring
Section	Strategy and Change
Reports to:	Principal Officer ,strategy Performance Monitoring
Direct Reports:	None
Contract Period	6 Years
Location	Nairobi
Job purpose:	
The role is responsible for monitoring and reporting of the Group’s performance monitoring process by undertaking detailed, independent analysis of the performance of the corporate strategic goals to improve efficiency.	
Key duties and responsibilities:	
<div>1. Conduct appraisal to measure objective performance accomplishments against agreed targets, review goals and set new objectives.</div> <div>2. Identify areas of performance shortfall and propose corrective interventions to the strategy performance monitoring management team.</div> <div>3. Conduct sound qualitative and quantitative performance analyses.</div> <div>4. Apply developed performance monitoring and evaluation tools.</div> <div>5. Apply strategy performance monitoring risk management and mitigation framework</div> <div>6. Track performance on corporate and departmental scorecards to inform corrective action and strategic alignment.</div> <div>7. Support in the implementation of strategy performance monitoring systems.</div> <div>8. Monitor the achievement of objectives and targets in the Strategic Plan, Corporate & Departmental Plans and report regularly on performance.</div> <div>9. Review the relevance and strength of performance indicators proposed to develop realistic performance monitoring indicators and targets</div> <div>10. Provide detailed monthly/ quarterly/ annual strategic performance monitoring statements and analysis for business units.</div> <div>11. Participates in the monthly/ quarterly/ annual performance monitoring process, reviews performance reports of departments and identifies trends and areas where performance can be improved.</div> <div>12. Perform any other duties as may be assigned from time to time.</div>	
Knowledge, experience, and qualifications required	
Academic and Professional Qualifications/Memberships to professional bodies:	
<div>1. Bachelor’s degree in business management, Economics, Finance, or relevant field</div> <div>2. Relevant professional qualification/ certification.</div>	
Experience Required:	
<div>1. At least 2 years’ relevant experience in a similar organization or function.</div>	
Role Competencies	
Technical Competencies:	Behavioral Competencies:
<div>1. Understanding of strategic frameworks</div> <div>2. Financial Acumen</div> <div>3. Strong Data Analysis & Reporting Skills</div>	<div>1. Strong organizational and communication skills, with the ability to collaborate effectively across departments.</div>

4. Proficient in Designing performance measurement tools, KPIs and Dashboards	2. High ethical standards and the ability to handle confidential information with integrity. 3. Analytical Thinking
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