



REPUBLIC OF KENYA

OFFICE OF THE ATTORNEY GENERAL
STATE LAW OFFICE

SELECTION PANEL FOR THE APPOINTMENT OF MEMBERS OF THE WAQF COMMISSION

DECLARATION OF VACANCIES

Whereas, the *Waqf* Commission is a body corporate established pursuant to Section 5 of the *Waqf* Act (Cap. 109) of the Laws of Kenya.

Whereas the functions of the Commission are to:

- (a) register all *awqaf*;
- (b) administer and manage waqf properties registered under this Act;
- (c) supervise the efficient and effective management of all waqf properties registered under this Act;
- (d) ensure the effective implementation of the provisions of this Act;
- (e) establish such structures as may be necessary for the effective performance of its functions or exercise of its powers under this Act;
- (f) formulate policies for the performance of its functions;
- (g) collect *zakat* and other charitable contributions from Muslims for the purposes of this Act;
- (h) develop and facilitate adequate continuous training programmes to enhance the standard and effectiveness of trustees;
- (i) formulate, implement and oversee programmes to raise awareness on *waqf* matters; and
- (j) perform such other functions as may be prescribed by this Act or any other written law.

Whereas the *Waqf* Act provides that the *Waqf* Commission shall comprise of the public trustee and eight members who shall be appointed by the Attorney General on the recommendation of a selection Panel appointed under Section 7 of the Act.

And whereas, the Attorney General has, vide Gazette Notice No. 18996 published in the Kenya Gazette Vol. CXXVII-No. 266 on the 24th day of December 2025 appointed members of the *Waqf* Commission Selection Panel for the purpose of nominating suitable candidates for appointment as members of the *Waqf* Commission.

Now therefore, the Selection Panel invites applications from qualified persons for appointment as members of the *Waqf* Commission.

1. VACANCY IN THE POSITION OF A MEMBER WHO IS AN ALIM – ONE (1) VACANCY

Applicants must:

- (a) be an alim who is well-versed in Islamic jurisprudence;
- (b) hold a Master's Degree in Islamic Studies, or an equivalent qualification;
- (c) have a least fifteen (15) years experience as a muslim religious scholar; and
- (d) meet the requirements of Chapter Six of the Constitution of Kenya.

2. VACANCY IN THE POSITION OF A MEMBER WHO IS A PROMINENT BUSINESS PERSON OR ENTREPRENEUR – ONE(1) VACANCY

Applicants must:

- (a) be a citizen of Kenya;
- (b) be a visionary industrialist and strategic business owner, CEO, director or partner of a business enterprise with an annual turnover of at least Kenya Shillings Five Hundred Million (KShs. 500,000,000);
- (c) meet the requirements of Chapter Six of the Constitution of Kenya; and
- (d) engagement in philanthropy and community welfare programmes will be an added advantage

3. VACANCY IN THE POSITION OF A MEMBER WITH PROFESSIONAL/TECHNICAL KNOWLEDGE AND EXPERIENCE- SIX (6) VACANCIES

Applicants must:

- (a) be a citizen of Kenya;
- (b) hold at least a Bachelor's Degree from an institution recognised in Kenya in any of the following fields:
 - (i) Law
 - (ii) Accounting
 - (iii) Land economics
 - (iv) Social work

- (v) Finance and investment
- (vi) Architecture; or
- (vii) Administration
- (c) qualifications in Islamic studies will be an added advantage
- (d) have at least five (5) years post qualification experience in the field/area of expertise; and,
- (e) meet the requirements of Chapter Six of the Constitution of Kenya.

4. TERMS OF SERVICE

- (a) Members of the Commission shall serve on part time basis and shall hold office for a period of five years and shall be eligible for reappointment for one further term of five years.
- (b) Members of the Commission will be paid such allowances as the Commission may, in consultation with the Salaries and Remuneration Commission, determine.

5. HOW TO APPLY

All applicants should submit the following:

A completed application form available at the Office of the Attorney General's website: www.statelaw.go.ke;

A detailed curriculum vitae; and

Copies of:

- (i) National Identity Card;
- (ii) Academic and professional certificates and transcripts;
- (iii) Certificates of good standing with relevant professional bodies, where applicable;
- (iv) Testimonials and other relevant supporting documents;
- (v) 3 years audited accounts for applicants as businesspersons or entrepreneurs; and
- (vi) Certificate of recognition for academic and professional qualifications obtained from foreign institutions, where applicable.

Applications should be clearly marked "APPLICATION FOR THE POSITION OF MEMBER OF THE WAQF COMMISSION" and addressed to:

**CHAIRPERSON
SELECTION PANEL THE APPOINTMENT OF
MEMBERS OF THE WAQF COMMISSION
20TH FLOOR, CBK PENSIONS TOWERS
HARAMBEE AVENUE
P. O. BOX 40112-00100
NAIROBI**

or

Online applications together with relevant documents in portable document format (PDF) should be sent to waqf.recruitment2026@ag.go.ke.

6. NOTE TO APPLICANTS

A list of shortlisted candidates will be published and the shortlisted candidates shall be required to produce originals of the documents in **Clause 5(c)** above together with the following documents during interviews:-

- (a) Duly filled and stamped self declaration clearance from the Ethics and Anti-Corruption Commission; and,
- (b) Valid and current clearance certificates from:
 - (i) Kenya Revenue Authority – Tax Compliance Certificate;
 - (ii) The Directorate of Criminal Investigations;
 - (iii) A Credit Reference Bureau; and
 - (iv) Higher Education Loans Board.

7. CLOSING DATES

All applications should reach the selection panel on or before **26th June, 2026 at 5:00 p.m.** [E.A.T]

In the spirit of promoting national values and principles of governance, youth, women, and persons with disabilities are encouraged to apply.

**CHAIRPERSON
SELECTION PANEL FOR THE APPOINTMENT OF
MEMBERS OF THE WAQF COMMISSION**