



Independent Policing
Oversight Authority

VACANCY ANNOUNCEMENT

The Independent Policing Oversight Authority is established pursuant to the Independent Policing Oversight Authority Act Cap. 86 Laws of Kenya. Its main function is to provide for civilian oversight over the work of the Police

The Authority wishes to recruit results-oriented Kenyan citizens with drive, vision and creativity to fill the following vacant position: -

No	Job Reference	Designation	Job Grade	Vacant Positions
4	IPOA/HR/11/2025	Investigations Officer II	IPOA 9	1 Post

How to apply:

Interested persons who meet the requirements should submit their application through the Authority's website [careers portal](#) so as to reach the Authority by **Tuesday, 14th October, 2025**.

Detailed job descriptions and specifications for the above positions are available in our website <https://www.ipoa.go.ke/ipoa/careers>

Upon granting an offer of employment, the successful candidate MUST present and satisfy the requirements of Chapter Six of the Constitution of Kenya 2010 by providing copies of the following documents;

- ✚ A valid tax Compliance Certificate from the Kenya Revenue Authority (KRA);
- ✚ A valid Certificate of Good Conduct from the Directorate of Criminal Investigation (DCI);
- ✚ A valid Clearance Certificate from the Higher Education Loans Board (HELB);
- ✚ A valid Clearance Certificate from an approved Credit Reference Bureau (CRB) (Must provide certificate or report); and
- ✚ A Valid Clearance form from the Ethics and Anti-Corruption Commission (EACC)

IPOA is an equal opportunity employer and shall not in its recruitment discriminate on the basis of race, religion, color, ethnic origin, political affiliation, sex or sexual orientation, pregnancy, marital status, disability, health or social status. Canvassing will lead to automatic disqualification.

IPOA does not engage any recruitment agencies and no medical examination is required before one attends an interview. IPOA does not charge a fee at any stage of the recruitment process (application, shortlisting or interview).

Only shortlisted candidates will be contacted.

**4. IPOA/HR/11/2025 INVESTIGATIONS OFFICER II JOB GRADE IPOA 9 (1 POSITION)
(CONSOLIDATED SALARY KSH. 90,000 – 130,000)**

Job Title	Investigations Officer II
Grade	IPOA 9
Corporation/Organization	Independent Policing Oversight Authority
Directorate	Investigations and Forensic Services
Department	Investigations / Forensics and Rapid Response
Section / Unit	Rapid Response / General Investigations / Homicide & Serious Offences / SGBV & Children
Location / Work Station	Headquarters, Nairobi / Regional Offices / County Offices
Reporting Relationships	
Reports to	Investigations Officer I
Job Purpose	
To conduct investigations into complaints related to offences committed by any member of the Service as provided and guided under Section 6, 7, 24 and 25 of the IPOA Act.	
Key Responsibilities/ Duties / Tasks	

1. Implement strategies, policies, manuals, plans, standards and procedures pertaining to investigations;
2. Conduct investigations of any complaints on police misconduct
3. Gather information and draft reports to inform investigations;
4. Update internal case tracking system of all investigations;
5. Support prosecution process in court in Liaison with the division head
6. Support Implementation of quality assurance standards of investigations;
7. Participate in rapid responses;
8. Gather evidence and analyse information on investigations and Forensics;
9. Update and maintain records of all cases received and investigated by the Authority and by IAU;
10. Develop and implement Individual annual work plan;

11. Develop periodic individual performance reports and 12. Implement risk mitigation measures.

Knowledge, Experience and qualifications required

This is an entry level job

1. Bachelor's Degree in any of the following disciplines: Forensic Science, Criminal Justice, Criminology, Law, Social Science or any other relevant field from a recognized institution;
2. Proficiency in Computer Applications