



## ELGEYO MARAKWET COUNTY PUBLIC SERVICE BOARD

### RE-ADVERTISEMENT FOR THE POSITIONS OF CHIEF OFFICERS

Elgeyo Marakwet County Public Service Board wishes to recruit competent and qualified persons to fill the following positions as per the Constitution of Kenya 2010 under Article 176 and Section 45 of the County Government Act No. 17 of 2012.

<b>CHIEF OFFICERS:</b>	- <b>JG S (12 posts)</b>
<b>Salary Scale</b>	- <b>Ksh 120,270-180,660 pm</b>
<b>House Allowance</b>	- <b>Ksh- 56,000pm</b>
<b>Commuter Allowance</b>	- <b>Ksh 20,000pm</b>
<b>Terms of Service</b>	- <b>Contract</b>

1. Education and Technical Training
2. Public Works, Roads and Transport
3. Health Services
4. Trade, Cooperative Development and Industrialization
5. Tourism, Wildlife And Energy
6. Water and Environment
7. Lands, and Natural Resources
8. Youth, Sports , Women and Social Services
9. Agriculture
10. Livestock Development, Veterinary and Fisheries
11. Public Service And ICT
12. Finance And Economic Planning

#### Duties and Responsibilities

- The Chief Officer is the Accounting Officer and AIE holder for the Department Assigned. He /She will report to the respective County Executive Committee Member
- General administration and coordination of the respective County department
- Initiation, development and implementation of policies and Sector plans
- Development and Implementation of Departmental Strategic plans
- Promotion of National values and Principles of good governance as outlined in Article 10 and 232 of the Constitution of Kenya
- Overseeing implementation and Monitoring of performance management systems
- Any other duties as may be assigned by the CEC, County Secretary and as delegated by the County Public Service Board from time to time.

#### Requirements for Appointment

- Be a Kenyan Citizen
- Be a holder of at least first degree in the relevant field from a university recognized in Kenya
- A Masters Degree will be an added advantage
- Have relevant knowledge and working experience of not less than ten (10) years, 5 of which must have been in a managerial position in Public Service or Private Sector in the portfolio applied for.
- Demonstrate a thorough understanding of Devolution, the County Development Plan and Vision 2030.
- Be a strategic thinker and results oriented.
- Proven Experience in Public Finance Management.
- Have a thorough knowledge of the County.
- Excellent communication and interpersonal skills.
- Satisfy the requirements of Chapter Six of the Constitution of Kenya 2010 on leadership and integrity
- Membership of a relevant professional body will be an added advantage
- Ability to mobilize resources (proposal writing)

#### Additional Qualifications for the County Chief Officer – Finance and Economic Planning

- Must be a CPA (K) holder or its equivalent and be a member of ICPAK in good standing.
- Must be conversant with Computerized Accounting Packages
- Knowledge of IFMIS will be an added advantage

#### Additional Qualifications for the County Chief Officer- Public Works, Roads and Transport

- Must be a Holder of a first degree in Civil Engineering from a University recognized in Kenya
- Must have knowledge and experience in contract management
- Knowledge in Computer MS Project and Computer Aided Design software

#### Additional Qualifications for the County Chief Officer- Lands And Natural Resources

- Must have a degree in either Environment planning, Urban and Regional planning

#### Additional Qualifications for the County Chief Officer- Water and Environment

- Must have a degree in Civil Engineering or Water resource Management and knowledge of environmental management

#### HOW TO APPLY

Interested and eligible persons should submit their applications together with copies of academic certificates and other testimonials, CV's, and identity card in sealed envelope clearly indicating the position applied for and addressed to:

**The Secretary,  
County Public Service Board,  
P.O. BOX 665 - 30700. ITEN.**

Online applications should be sent via Email: [secretarycpb@elgeyomarakwet.go.ke](mailto:secretarycpb@elgeyomarakwet.go.ke) Applications can also be hand delivered to the office of the County Public Service Board, Iten located at the Office of the Keiyo North Sub-County Administrator.

All applications should reach the undersigned on or before **Wednesday 19<sup>th</sup> February 2014.**

Important Information for all Candidates

- 1) All applicants are required to obtain clearance from
  - The Criminal investigation Department (CID)
  - The Higher Education Loans Board (HELB)
  - Kenya Revenue Authority (KRA)
  - The Ethics and Anti-Corruption Commission (EACC)
- 2) Only shortlisted candidates shall be contacted
- 3) Elgeyo Marakwet County is an equal opportunity employer and persons with disability,youth, women and marginalized groups are encouraged to apply
4. Those who had applied earlier are eligible to reapply.

**FRANCISCA BARTOO**  
Secretary ,  
County Public Service Board  
Elgeyo Marakwet County