REPUBLIC OF KENYA

COUNTY GOVERNMENT OF ELGEYO MARAKWET
OFFICE OF THE COUNTY SECRETARY

DECLARATION OF VACANCIES AT THE COUNTY PUBLIC SERVICE BOARD

1. MEMBER: COUNTY PUBLIC SERVICE BOARD – TWO (2) POSTS

Duties & Responsibilities

- Regularly attend and participate in board meetings and committee meetings where applicable.
- Read, review and make decisions on requests, board minutes, annual reports, other reports, plans, policies presented before it.
- Promote in the County Public Service Board the values and principles referred to in Articles 10 and 232 of the Constitution of Kenya.
- Perform duties as per Section 59 of the County Government Act.
- Perform any other duty as assigned by the Chairperson from time to time.

Requirements for appointment

- Be a Kenyan citizen.
- A Bachelor's Degree from a University recognized in Kenya;
- Have at least Five (5) years relevant professional work experience, two of which should have been in a leadership position in the Public Service of Private Sector;
- Possess knowledge of the organization and functions of National and County Government.
- Demonstrate thorough understanding of national goals, policies and developmental objectives including the Kenya Vision 2030;
- Meet the requirements of Chapter Six of the Constitution on leadership and integrity.

Terms of Service: Six (6) years non-renewable Contract as per provision of the County Government Act, which may be on part or full time basis.

Remuneration: As prescribed by the Salary and Remuneration Commission (SRC).

Mode of Application: Applicants MUST attach the following copies of documents in their application:-

a) An application letter duly signed by the applicant.
b) Copy of National Identity (ID) card.
c) Detailed Curriculum Vitae (CV)
d) Copies of Relevant Academic, Professional certificates and Testimonials

How to Apply: Interested and qualified candidates should submit the above required documents to the undersigned by post or hand delivery to the **Office of the County Secretary, County Government of Elgeyo Marakwet P.O Box 220-30700 Iten on or before 24th November, 2021** in a plain and sealed envelope marked "Application for Member of Elgeyo Marakwet Public Service Board".

Important Information for Applicants/Candidates

i. All applications to be submitted to the undersigned on or before **24th November, 2021**.
ii. Only shortlisted candidates will be contacted for interview.
iii. Shortlisted candidates invited for interview will be required to present originals of their National Identity Card, Academic and Professional certificates.
iv. Shortlisted candidates will also be required to provide clearance certificates from EACC, KRA, HELB and obtain a Certificate of Good Conduct from the Police. Note that it is a criminal offence to submit fake/forged papers.
v. Applicants should meet requirements of Chapter Six of the Constitution of Kenya 2010.
vi. The County Government of Elgeyo Marakwet is an equal opportunity employer and canvassing of any kind will lead to automatic disqualification.

THE COUNTY SECRETARY

COUNTY GOVERNMENT OF ELGEYO MARAKWET
P.O BOX 220 - 30700
ITEN.

TEL: 0704220220

EMAIL: info@elgeyomarakwet.go.ke