

# REPUBLIC OF KENYA



## COUNTY GOVERNMENT OF ELGEYO MARAKWET OFFICE OF THE COUNTY SECRETARY

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### 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 24<sup>th</sup> 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](mailto:info@elgeyomarakwet.go.ke)**