

# REPUBLIC OF KENYA

Mobile: 0738727272/0735232323

E-mail: [info@nyamira.go.ke](mailto:info@nyamira.go.ke)

Website: <http://www.nyamira.go.ke>

When replying please quote our Reference



P.O BOX 434 – 40500  
NYAMIRA

## COUNTY GOVERNMENT OF NYAMIRA

---

Nyamira County Public Service Board (CPSB) is a body corporate established under Section 57 of the County Government Act, 2012 pursuant to Article 235 of the constitution of Kenya 2010. Section 59 of the County Government Act 2012 outlines the functions of the CPSB among them being “appoint persons to hold or act in offices of the County Public Service including in the Boards of cities and urban areas within the county and to confirm appointments”. Pursuant to the above constitutional and legal provision, Nyamira CPSB invites applications from qualified persons to be considered for the position of County Chief Officer in the following portfolios.

**The sixteen (16) posts are as follows:** (Applicants should specify the portfolio for which they are applying for)

1. County Chief Officer Medical Services and Public Health
2. County Chief Officer Health Administration, Infrastructure and Support Services
3. County Chief Officer Roads and Transport
4. County Chief Officer Public Works and Disaster Management
5. County Chief Officer Agriculture
6. County Chief Officer Livestock and Fisheries
7. County Chief Officer Finance and Accounting Services
8. County Chief Officer Economic Planning
9. County Chief Officer Lands, Housing and Urban Development
10. County Chief Officer Water, Environment, Mining and Natural Resources
11. County Chief Officer Gender, Sports, Culture and Social Services
12. County Chief Officer Public Service Management
13. County Chief Officer Trade, Tourism and Cooperative Development
14. County Chief Officer Education and Youth Empowerment
15. County Chief Officer Results Office Governor’s Office
16. County Chief Officer Special Programs Office of The Deputy Governor

### Chief Officer Job Responsibilities

The Chief Officer shall be the authorized officer in a specific County Department/entity and shall be responsible to the respective County Executive Committee Member.

## **The administration of a County Department;**

- Formulation and implementation of effective programs to attain 2030 and sector goals;
- Development and implementation of strategic plans and sector development plans;
- Implementation of policies and regulations;
- Providing strategic policy direction for effective service delivery;
- Ensuring compliance with the national values and principles of good governance as outlined in Articles 10 and 232 of the Constitution of Kenya;
- Performing any other duties as may be assigned from time to time;

## **Requirements for the Chief Officer Job Group “S”**

- Be a Kenyan citizen;
- Have a Bachelor’s Degree in a relevant field from a University recognized in Kenya
- Possession of Master’s degree in a relevant field will be an added advantage;
- Must be a member of a professional body relevant to the position applied for and in good standing;
- Have vast knowledge and experience of not less than ten (10) years in the relevant field, five of which should be in a managerial position in the private or public sector
- Be conversant with the Constitution of Kenya and all the devolution laws;
- Demonstrate understanding of county development objectives and vision 2030;
- Be a strategic thinker and result oriented;
- Have excellent communication, organizational and interpersonal skills;
- Have capacity to work under pressure to meet timelines;
- Have ability to work in a multi-ethnic environment with sensitivity and respect for diversity
- Satisfies the requirement of Chapter Six of the Constitution
  - Kenya Revenue Authority (KRA)
  - Higher Education Loans Board (HELB)
  - Ethics & Anti-Corruption Commission (EACC)
  - Police Clearance Certificate
  - Credit Reference Bureau (CRB)
  - Demonstrate understanding and commitment to the values and principles as outlined in article 10 and 232 of the Constitution of Kenya;
  - Be computer literate

Those with degrees from foreign universities should attach proof of accreditation from the commission for university Education.

**Salary Scale:** The Salary, allowances and other benefits attached to this position will be as determined by the salaries and Remuneration commission.

**Terms of Service:** A county Chief Officer will serve on a 2 year contract.

Applications to be sent to:

**The Secretary/CEO  
Nyamira County Public Service Board,  
MEA Complex,  
P.O Box 434 - 40500 Nyamira**

Hand delivered applications should be dropped at the offices of the County Public Service Board offices located at MEA Complex on or before 7<sup>th</sup> September, 2018 Shortlisted candidates will be required to produce their original identity cards, academic and professional certificates and testimonials.