

REPUBLIC OF KENYA



KIRINYAGA COUNTY GOVERNMENT

KIRINYAGA COUNTY PUBLIC SERVICE BOARD

The Kirinyaga County Public Service Board wishes to recruit competent and qualified persons to fill the following vacant positions pursuant to the constitution of Kenya article 176 and the County Government Act No.17 of 2012 Sections 45, 50 and 51.

1. County Electrical Engineer 1 Post. Ref: CPSB/01/06/2015 Job Group 'N'

Duties and responsibilities

- Co-ordinate all technical activities related to electrical engineering.
- Preparation of bills of quantities for various electrical appliances and other related projects
- Supervise projects implementation, testing, commissioning, monitoring and evaluation.
- Preparation of payment certificates for completed jobs
- Ensure design, construction and maintenance standards are adhered to and maintained.
- Liaison with the Rural Electrification Authority for power lines installation'
- Preparation of write ups/ documentation of current technologies of harnessing green energy (e.g. solar power)
- Updating records on the status of power connection to households/institutions within the county
- Follow up on power bills for subsequent payments on county offices and other relevant facilities
- Liaison with and wooing of investors as well as private partners to work with the county on power related projects

- Design and implement strategies for continuous operational efficiency and sustainability power infrastructural facilities
- Preparation of contract documents, reports and other statutory documents required by the County Government or development partners.
- Ensure effective integration of activities and timely delivery of services.
- Oversee preparation and approval of work plans.
- Prepare regular and periodic reports.
- Any other duties as assigned

Requirements for Appointment

For appointment to this grade an officer must have:

- Be a Kenyan citizen
- A bachelor's degree in Electrical Engineering or any other relevant and equivalent qualification from a recognized institution.
- Been a registered/registerable by the Engineers Registration Board of Kenya
- Attended a project development and management courses for not less than four (4) weeks from a recognized institution
- Demonstrated general administrative ability required for direction, control and implementation of electrical services programmes
- Five years of post qualification experience
- Satisfy the requirement of chapter 6 of the constitution.

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2. County Mechanical Engineer **1 Post. Ref: CPSB/02/06/2015** **Job Group 'N'**

Duties and responsibilities

- Planning, controlling and co-ordinating mechanical engineering services design for county government buildings and construction works
- Maintenance of mechanical and fire services in county government institutions
- Checking and recommending for approval of engineering consultants designs, evaluation certifying and recommending fees submitted to consultants
- Co-ordination of improvement of mechanical services of county government building and installations

Requirements for Appointment

For appointment to this grade an officer must have:

- Be a Kenyan citizen
- A bachelor degree in mechanical engineering or any other relevant and equivalent qualification from a recognised institution
- Served in the grade of job group 'L' and above or in a comparable and relevant position in the public service or at least (3) years
- Been registered /registerable by the Engineers Registration Board of Kenya
- Attend a project development management course lasting not less than four (4) weeks from a recognized institution
- Corporate membership with institution of engineers of Kenya (IEK)
- Demonstrate general administrative ability required for direction control and implementation of mechanical building services programmes
- Satisfy the requirements of chapter six of the constitution.

3. a. Inspector (Buildings) 2 posts. Ref: CPSB/03/06/2015 **b. Inspector (Roads) 2 Posts. Ref: CPSB/03/06/2015** **Job Group 'K'**

Duties and responsibilities

- Assisting in the planning of supervision programs for large complex building/roads projects;
- Monitoring and supervision of works in progress;
- Assisting in preparation of monthly physical progress reports of individual projects;
- Ensuring specifications and standards are adhered to during construction of buildings/roads;
- Arranging for testing of materials;
- Preparation of cost estimates and schedule of materials for simple buildings/roads on labour contracts;
- Allocation of Duties and supervision of staff carrying out repairs and alteration of existing buildings/roads;
- Preparation of cost estimates and schedule of materials; and
- Control of usage of materials on site.

Requirements for Appointment

For appointment to this grade an officer must have:

- Served in the position of Inspector or Comparable position for a period not less than 5 years for roads.
- Have a diploma in Civil Engineering/Building Construction from a recognized institution.
- Show administrative ability, wide knowledge and experience in preparation of drawings and management of drawings.
- Show administrative ability by being conversant with government procedures.
- Three years experience

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Important information to all candidates

- Only short-listed candidates will be contacted.
- Terms of service contract or permanent
- Short-listed candidates shall be required to produce their National Identity Cards, Academic and Professional Certificates and Testimonials.
- All interested candidates should satisfy the requirements of Chapter Six of the Constitution including the following clearances:
 - ✓ Certificate of good conduct from the Criminal Investigations Department (CID)
 - ✓ Clearance certificate from Higher Education Loans Board (HELB)
 - ✓ A tax compliance certificate from Kenya Revenue Authority (KRA)
 - ✓ A certificate from the Ethics and Anti-Corruption Commission (EACC)
 - ✓ Certificate of clearance from any of the Credit References Bureaus (CRB)

All applications should reach the Secretary on or before 18th June, 2015 at 5.00pm.

How to Apply:

All written applications, CVs, copies of certificates, testimonials and identity card should be submitted in a sealed envelope clearly marked on the left side the position being applied for and addressed to:

The Secretary,
Kirinyaga County Public Service Board,
Office of the Governor,
P. O. Box 260-10304,
KUTUS.

Hand delivered applications should be dropped at the Kirinyaga County Public Service Board offices, Kirinyaga County Government Head Quarters, Kutus.

Kirinyaga County Government is an equal opportunity employer. **Persons not native to Kikuyu language** are particularly encouraged to apply. Canvassing will lead to disqualification.