

COUNTY GOVERNMENT OF KIRINYAGA**COUNTY PUBLIC SERVICE BOARD****JOB ADVERTISEMENT**

The Kirinyaga County Public Service Board is pleased to invite applications from suitably qualified, motivated and Pro-active individuals to fill up the under listed vacant positions in the County.

1. CHIEF OFFICER ECONOMIC PLANNING, BUDGETING & PROCUREMENT – JOB GROUP CPSB 02 (1 POST)**Job Ref: KCPSB/C.O/EPBP/01/09/11/22****Terms of Service: Contract****Salary: As prescribed by the Salaries and Remuneration Commission (SRC)****Duties and Responsibilities**

The Chief Officer will be expected to perform the following duties and functions:

- Developing and implementing financial and economic policies in the county;
- Preparing the annual budget for the county and co-ordinating the preparation of estimates of revenue and expenditure of the county government;
- Co-ordinating the implementation of the budget of the county government;
- Ensuring proper management and control of, and accounting for the finances of the county government and its entities in order to promote efficient and effective use of the county's budgetary resources;
- Managing the county government's public debt and other obligations and developing a framework of debt control for the county;
- Monitoring the county government's entities to ensure compliance with this Act and effective management of their funds, efficiency and transparency and, in particular, proper accountability for the expenditure of those funds;
- Acting as custodian of the inventory of the county government's assets except where provided otherwise by other legislation or the Constitution;
- Accessing the premises of a county government entity and inspecting all records and other documents relating to the financial affairs of that county government entity, kept by that entity;
- Requiring county government entities to comply with all applicable norms or standards regarding accounting practices, budget classification systems and other

public financial management systems as prescribed by the Accounting Standards Board;

- Requiring any public officer employed by a county government or county government entity to provide explanations, information and assistance in respect to matters relating to the county government's public finances;
- Issuing guidelines to accounting officers for the county government entities, or public officers employed by those entities, with respect to the financial affairs of that Government or those entities, and monitoring compliance with those guidelines;
- Assisting county government entities in developing their capacity for efficient, effective and transparent financial management, upon request;
- Providing the National Treasury with information which it may require to carry out its responsibilities under the Constitution and this Act;
- Issuing circulars with respect to financial matters relating to county government entities;
- Advising the county government entities, the County Executive Committee and the county assembly on financial matters;
- Strengthening financial and fiscal relations between the national government and county governments in performing their functions;
- Reporting regularly to the county assembly on the implementation of the annual county budget; and
- Taking any other action to further the implementation of this Act in relation to the county.

2. CHIEF OFFICER ADMINISTRATION, SPECIAL PROGRAMMES & LIAISON – JOB GROUP CPSB 02 (1 POST)

Job Ref: KCPSB/C.O/ASPL/02/09/11/22

Terms of Service: Contract

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

Duties and Responsibilities

The Chief Officer will be expected to perform the following duties and functions:

- Accounting Officer Administration;
- Provision of effective liaison with County government and other partners, in Government, NGOs the private sector, Embassies and international stakeholders. The various partnerships provide a platform for information sharing, Technical and financial assistance.
- Maintain continuous contact and dialogue with County Government and Departments concerned on Protocol matters; and advice management accordingly;
- Ensures effective support to administrative services of the county;
- Organize and Coordinate ceremonial events in the County

- Formulation and implementation of policies and institutional framework for disaster management;
- Mobilization of resources for disaster management;
- Coordinating other stakeholders in disaster risk reduction and management programmes;
- Undertaking periodical risk vulnerability and hazard assessments to identify and map out potential risks in the county;
- Collaborate with relevant stakeholders offering training in disaster preparedness, response and recovery.

3. CHIEF OFFICER PUBLIC WORKS & HOUSING – JOB GROUP CPSB 02 (1 POST)

Job Ref: KCPSB/C.O/PWH/03/09/11/22

Terms of Service: Contract

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

The housing function was moved from the department of Lands where it was formerly domiciled, and has now been merged with the public works function to create a new directorate. This directorate is charged with managing public works and county houses particularly facilitating investments in housing with special emphasis on affordable housing.

Duties and Responsibilities

The Chief Officer will be expected to perform the following duties and functions:

- Promote investment in affordable housing through partnerships including Public Private Partnerships;
- Support activities such as public participation and investment in critical infrastructure to support redevelopment of blighted housing in identified municipality residential neighborhoods;
- Promote access to safe, decent and affordable housing;
- Mainstream national and international agenda on housing and human settlements;
- Develop policies to enhance conducive environment for housing investments;
- Support private public partnerships in housing development;
- Research for innovative and affordable building technologies;
- Ensure safe and quality housing;
- Maintain and update county housing inventory;
- Promote access to housing for County Government public officers;
- Re-development of old and dilapidated government housing;
- Promote informal settlements improvement in the county.

4. CHIEF OFFICER ENVIRONMENT, ENERGY & CLIMATE CHANGE – JOB GROUP CPSB 02 (1 POST)

Job Ref: KCPSB/C.O/EECC/04/09/11/22

Terms of Service: Contract

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

The Chief Officer will be expected to perform the following duties and functions:

1. ENVIRONMENT AND NATURAL RESOURCES

- Solid waste management;
- Afforestation, Re forestation; Re-vegetation and beautification of urban and public places;
- Conservation and rehabilitation of degraded landscapes;
- Noise and air pollution control;
- Enforcement and environmental governance processes
- Community Education for sustainable environmental management;
- Policy, Research and Strategies development of environmental management and governance;
- management of the environment in the county;
- develop a county strategic environmental action plan every 5 years

2. ENERGY

County Energy Planning

- Preparation of County energy plans, incorporating petroleum, renewable energy and electricity master plans.
- Physical planning relating to energy resource areas such as dams, solar and wind farms, municipal waste dumpsites, agricultural and animal waste, ocean energy, woodlots and plantations for production bio energy feedstock.
- Provision of land and rights of way for energy infrastructure.
- Facilitation of energy demand by planning for industrial parks and other energy consuming activities.
- Preparation and implementation of disaster management plans. facilitate production and access to affordable, reliable, and sustainable energy for both domestic and industrial use.

County Energy Regulation

- Regulation and licensing of retail petroleum service stations.
- Regulation and licensing of County gas reticulation systems. (c) Regulation and licensing and supply of retail coal products for domestic use.
- Regulation and licensing of designated parking for petroleum tankers.
- Regulation and licensing of biomass production, transport and distribution.
- Regulation and licensing of biogas systems.
- Regulation and licensing of charcoal production, transportation and distribution.
- Customize National codes for energy efficiency and conservation in buildings to local conditions.

County operations and development

- Electricity and gas reticulation;

- Provide and maintain adequate street lighting;
- Provision of designated parking for petroleum tankers.
- Collect and maintain energy data;
- Implementation of County electrification projects;
- Undertake feasibility studies and maintain data with a view to availing the same to developers of energy resources and infrastructure;
- Establishment of energy centres for promotion of renewable energy technologies, energy efficiency and conservation;
- (h) Protection of energy infrastructure including oil and gas fields and pipelines, refineries, power plants, control centres, electric supply lines, substations and depot;
- Undertake energy efficiency and conservation within the County.

CLIMATE CHANGE

- integrate and mainstream climate change actions, interventions and duties set out in the Climate Change Act 2016 and the National Climate Change Action Plan into various sectors;
- Implement the National Climate Change Action Plan, taking into account national and county priorities;
- Assist the County Executive Committee Member in preparation and report on progress of implementation of climate change actions to the County Assembly for review and debate
- strengthening community and institutional capacity for adaptation and mitigation;
- Climate change governance, administration and planning;
- Climate change information services and advocacy,
- Developing partnerships in climate change research, innovation and development projects.

General requirements for Chief Officers

- Be a Kenyan citizen;
- Be in possession of at LEAST a first relevant degree from a University recognized in Kenya;
- Have vast knowledge and experience of not less than five (5) years in the relevant field, three of which should be in a managerial position;
- Be conversant with the Constitution of Kenya and all the devolution laws;
- Demonstrate thorough understanding of county development objectives and vision 2030;
- Be computer literate;
- Have excellent communication, organizational and interpersonal skills;

- Satisfies the requirement of Chapter Six of the Constitution;
- Demonstrate understanding and commitment to the values and principles as outlined in Article 10 and 232 of the Constitution of Kenya;

Added Advantages for Chief Officers

- Possession of Master's degree in a relevant field will be an added advantage;
- Membership of a professional body relevant to the position applied for and in good standing;
- Be a results oriented individual, able to work under pressure to meet strict deadlines.

NB: Pursuant to section 45 of the County Governments Act (2012), the Chief Officer shall be the authorized officer in the department and shall report to the respective County Executive Committee Member.

5. COUNTY SOLICITOR– JOB GROUP CPSB 02 (1 POST)

Job Ref: KCPSB/C/S/05/09/11/22

Terms of Service: Contract

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

Duties and Responsibilities

The County Solicitor shall be the principal assistant of the County Attorney in the execution of the functions of the County Attorney who is the head of the county legal department and will be responsible for advising departments and agencies of the County Government on legislative and other legal related matters. Specifically, the County Solicitor will be required to undertake the following: -

- Organize, coordinate and manage administrative and legal functions of the Office;
- Conduct or assign and supervise all cases, including appeals or petitions on behalf of the County Attorney;
- Advise the County Government on all matters relating to the Constitution, National Legislations, County Legislations, international law, human rights, consumer protection and legal aid
- Liaison between the County Government, other county governments and the National Government on legal matters.
- Custodian of County Public Seal, contracts and other legal instruments of the county
- Shall, on the instructions of the county government, represent the county executive in court or in any other legal proceedings to which the county executive is a party, other than criminal proceedings;
- Shall advise departments in the county executive on legislative and other legal matters;
- Shall negotiate, draft, vet and interpret documents and agreements for and on behalf of the county executive and its agencies;
- Shall be responsible for the revision of county laws;

- May liaise with the office of the attorney-general when need arises; and
- Shall perform any other function as may be necessary for the effective discharge of the duties and the exercise of the powers of the county attorney.
- In consultation with County Public Service Board, be responsible for the supervision of the County Counsel and other members of staff of the Office;
- In the performance of the functions and exercise of the power under the office of the County Attorney, the County Solicitor will be responsible for formulating and ensuring implementation of the development of strategies for County Government legal services;
- Ensure amendments where necessary of County laws;
- Represent the County Government in Court, Tribunals, Commission of inquiry and any other legal proceedings which the County is a party or has interest, other than criminal proceedings and perform any other function conferred on in by law.
- Perform the duties of the Accounting Officer in the office of the County Attorney.
- Performing any other duty as may be assigned by the County Attorney;

Requirements and competencies for appointment

- Be a Kenyan Citizen;
- Bachelor of Laws (LLB) degree from a recognized University;
- Be an Advocate of the High Court of Kenya of not less than five (5) years post-administrative experience with a current practicing certificate.
- A Postgraduate Diploma in Legal Studies recognized by the Council of Legal Education.
- Must satisfy the requirements of chapter six of the Constitution of Kenya 2010.
- A master's Degree in law will be an added advantage.
- Knowledge in records of relevant laws and professional standards.
- Undertaking legal research and provide sound advisory briefs on legal matters to the County Government

6. DEPUTY DIRECTOR COMMUNICATION– JOB GROUP CPSB 04 (1 POST)

Job Ref: KCPSB/DDC/06/09/11/22

Terms of Service: Contract

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

Duties and Responsibilities

Reporting to the Director Communication, the officer will be expected to perform the following duties and functions: -

- Identifying Government events in a specific sectoral area that require packaging for dissemination to the media and the public.
- Preparing and organizing fora where Government policies, programmes and projects can be propagated and promoted.
- Gathering information on policies, programmes, significant events and how they impact on customers and disseminating the same to the public/media.
- Ensuring proper projection of corporate image of the organization.
- Carrying out research based on both local and International press on possible causes

of negative publicity on the Government and developing appropriate interventions

- Closely liaise with the Public Communications Office on cross cutting issues that require harmonization and dissemination centrally.
- Liaise with the media in undertaking general public relations works, including direct question and answer sessions by Kenyans on various topical issues on behalf of CEC Members and Chief Officers.
- Maintaining an effective and updated county website.
- Facilitating printing of publicity materials for the County and internship to students in institutions of higher learning.
- Monitoring implementation of Government policies, programs, and directives through collection and dissemination of information.
- Development of communication and media strategy.
- Management of news.
- Co-ordination of information services.
- Carrying out research on local and international press on public opinion towards the Government.
- Identifying events that require packaging and dissemination to the media.
- Preparing media briefs, supplements, documentaries and features.
- Ensuring proper use of finances, stores, equipment.
- Supervision, guidance, training and development of staff.
- Efficient and effective use of resources.
- Co-ordination of operations and activities in the division.
- Ensuring supervision, training and development of staff.
- Any other lawful duties as may be assigned from time to time.

Requirements for Appointment

- served in the grade of Assistant Director of Public Communications or in a comparable and relevant position in the Public Service for a minimum period of three (3) years;
- Bachelor's degree in any of the following disciplines: Mass Communication, Communication Studies, Information Sciences, Public Relations, International Relations, Journalism, Social Sciences or any other approved equivalent qualifications from a recognized institution;
- Possession of a Master's degree in any of the above fields will be an added advantage.
- have a clear understanding of the County and National Development Goals, Vision 2030, Sustainable Development Goals, Mountain Cities Blue Print and the role of Public Communications in achievement of the same;
- possess strong leadership skills required at that level;
- possess good oral and written communications skills in both English and Kiswahili;
- possess advanced computer applications skills; and
- Have demonstrated high degree of professional competence and managerial capability in public communications work.

**7. SENIOR ASSISTANT DIRECTOR BUDGET/ECONOMIC & FINANCE EXPERT –
JOB GROUP CPSB 04 (1 POST)**

Job Ref: KCPSB/SAD/EFE/07/09/11/22

Terms of Service: Contract

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

Duties and Responsibilities

Reporting to the Director Governor's Delivery Unit, the officer will be expected to perform the following duties and functions: -

- Preparation of budget and ensuring Unit adherence to budget ceilings.
- Control of budgetary commitments;
- Financial evaluation and processing of major policy changes (i.e. changes with substantial financial implications) within programs/projects.
- Monitoring the use of their financial resources.
- Monitoring and review of programme implementation and taking corrective measures.
- Co-ordinating Budget preparation.
- Developing improved budgetary practices and systems within the County Public Service.
- Monitoring and reviewing of financial and physical implementation of projects and programmes and initiating corrective action.
- Initiating policy changes with regard to the overall expenditure patterns.
- Undertaking risk analysis in budget Management.
- Undertaking risk management for flagship projects/programs.
- Performing any other tasks that may be assigned by the Director.

Requirements for Appointment

- Bachelor's Degree in Business Administration (BA), Economics, Finance, Commerce or in a financial related discipline from a recognized university.
- Relevant experience of Seven (7) years.
- Membership to a relevant professional body.
- Shown outstanding capability in Financial Management.
- Demonstrated outstanding professional competence ability and integrity as reflected in work performance and results.
- Possession of Master's degree in a relevant field will be an added advantage;

Skills and Abilities:

- Ability to articulate and implement Unit Mandates.
- Organizational, analytical, managerial and decision making skills.
- Creativity and innovation.
- Technical problem solving.

- Resource management skills.
- Interpersonal and communication skills.
- Integrity and commitment to producing results.
- Leadership, advocacy, relationship building and collaboration, result oriented, self-driven.
- Appreciation and application of technology in the work environment.
- Passion for continuous professional development.
- Initiative to achieve expected results.

8. ASSISTANT DIRECTOR REVENUE/TOWN REVENUE ADMINISTRATOR – JOB GROUP CPSB 05 (2 POSTS)

Job Ref: KCPSB/ADR/TRA/08/09/11/22

Terms of Service: Contract

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

Duties and Responsibilities

Reporting to the Director Revenue, the officer will be deployed as a Town Revenue Administrator in Kerugoya/Kutus or Wanguru and is expected to perform the following duties and functions: -

- Formulate and implement strategies for sustainable development of the Town as an integrated area of economic and social activity.
- Develop and implement effective revenue raising policies and strategies.
- Implement financial and debt policies including collection of rates, levies, rent, fees and charges.
- Ensure the administration and enforcement of revenue laws as provided for in the Finance Act.
- Develop and implement business development proposals and reports, policies, programs and operational plans or regulations.
- Assess, collect and account for all rates, taxes, fees and charges payable under any of the County or other relevant laws.
- Submit monthly collection reports to the County Treasury and financial statements for audit, as required by relevant regulations.
- Lead the development and Implementation of a strategic plan.
- Foster corporate culture that promotes professionalism, good governance, ethical practices, creativity, innovation and good corporate citizenship.
- Maintain a conducive working environment for attracting, retaining and motivating staff to achieve goals, objectives and targets.
- Oversee the process of collecting and organizing analytical data related to the town's revenue streams.
- Plan, approve, and supervise the deployment of systems and processes to manage

and analyze financial data and other records.

- Train and supervise a team of revenue collectors and other support staff.
- Prepare outline for and support the annual revenue budget process.
- Ensure efficient processing of billing claims and collection activities.
- Provide strategic direction in support of critical revenue cycle initiatives and goals.
- Mentor, guide and provide oversight assistance of the team.
- Maintain and analyze revenue to ensure compliance with revenue recognition.
- Make appropriate changes to address any issues or trends after review with management.
- Maintain a comprehensive database and information system of the Town administration
- Prepare and submit regular reports and the Town annual budget estimates.
- Develop and monitor performance management systems for Town services.
- Maintain sound positive public relations between the Town, its citizens and other stakeholders.
- Perform such other functions as may be assigned.

Requirements for Appointment

For appointment to this grade, the officer must have: -

- Served in the grade of Principal Accountant, Job Group 'N' or in a comparable and relevant position in the public service for a minimum period of three (3) years.
- Passed Part III of Certified Public Accountants (CPA) Examination or its recognized equivalent.
- Bachelor's degree in any of the following: Commerce, Accounting, Business Administration, Finance, or their equivalent qualification from a recognized institution.
- Registered with the Institute of Certified Public Accountants of Kenya (ICPAK) and Registration of Accountants Board (RAB).
- Shown merit and ability as reflected in work performance and results.
- Integrity and commitment to produce results.
- Creativity and innovativeness, technical problem solving and resource management skills.
- Managerial, administrative, organization and supervisory skills.

9. PRINCIPAL REVENUE ACCOUNTANT/TOWN REVENUE ADMINISTRATOR – JOB GROUP CPSB 06 (2 POSTS)

Job Ref: KCPSB/PRA/TRA/09/09/11/22

Terms of Service: Contract

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

Duties and Responsibilities

Reporting to the Director Revenue, the officer will be deployed as a Town Revenue Administrator in Kagio or Kianyaga and is expected to perform the following duties and functions: -

- Formulate and implement strategies for sustainable development of the Town as an integrated area of economic and social activity.
- Develop and implement effective revenue raising policies and strategies.
- Implement financial and debt policies including collection of rates, levies, rent, fees and charges.
- Ensure the administration and enforcement of revenue laws as provided for in the Finance Act.
- Develop and implement business development proposals and reports, policies, programs and operational plans or regulations.
- Assess, collect and account for all rates, taxes, fees and charges payable under any of the County or other relevant laws.
- Submit monthly collection reports to the County Treasury and financial statements for audit, as required by relevant regulations.
- Lead the development and Implementation of a strategic plan.
- Foster corporate culture that promotes professionalism, good governance, ethical practices, creativity, innovation and good corporate citizenship.
- Maintain a conducive working environment for attracting, retaining and motivating staff to achieve goals, objectives and targets.
- Oversee the process of collecting and organizing analytical data related to the town's revenue streams.
- Plan, approve, and supervise the deployment of systems and processes to manage and analyze financial data and other records.
- Train and supervise a team of revenue collectors and other support staff.
- Prepare outline for and support the annual revenue budget process.
- Ensure efficient processing of billing claims and collection activities.
- Provide strategic direction in support of critical revenue cycle initiatives and goals.
- Mentor, guide and provide oversight assistance of the team.
- Maintain and analyze revenue to ensure compliance with revenue recognition.
- Make appropriate changes to address any issues or trends after review with management.

- Maintain a comprehensive database and information system of the Town administration
- Prepare and submit regular reports and the Town annual budget estimates.
- Develop and monitor performance management systems for Town services.
- Maintain sound positive public relations between the Town, its citizens and other stakeholders.
- Perform such other functions as may be assigned.

Requirements for Appointment

For appointment to this grade, the officer must have: -

- Served in the grade of Chief Accountant, Job Group 'N' or in a comparable and relevant position in the public service for a minimum period of three (3) years.
- Passed Part III of Certified Public Accountants (CPA) Examination or its recognized equivalent.
- Bachelor's degree in any of the following: Commerce, Accounting, Business Administration, Finance, or their equivalent qualification from a recognized institution.
- Registered with the Institute of Certified Public Accountants of Kenya (ICPAK) and Registration of Accountants Board (RAB).
- Shown merit and ability as reflected in work performance and results.
- Integrity and commitment to produce results.
- Creativity and innovativeness, technical problem solving and resource management skills.
- Managerial, administrative, organization and supervisory skills

10. WARD ADMINISTRATOR – JOB GROUP CPSB 06 (4 POSTS)

Job Ref: KCPSB/W/A/10/09/11/22

Terms of Service: Permanent & Pensionable

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

Duties and Responsibilities

Reporting to the Sub County Administrator, the officer will be expected to perform the following duties and functions: -

- Coordinating, managing and supervising the general administrative functions in the ward unit;
- Ensuring effective service delivery;
- Facilitating and coordinating citizen participation in the development of policies, plans and service delivery;
- Facilitating, mobilizing and ensuring prudent utilization of resources;
- Overseeing safe custody of Government assets in the area of jurisdiction;

- Coordinating and monitoring development activities;
- Ensuring compliance with the legal, statutory and regulatory requirements in the area of jurisdiction;
- Supervising the provision and maintenance of infrastructure and facilities for public services;
- Promoting and ensuring compliance with national values and principles of good governance; and
- Performing any other duty as may be assigned from time to time.

Requirements for Appointment

- Be a Kenyan citizen;
- Be a holder of a Bachelor's degree in any of the following disciplines; Public Administration, Business Administration, Business Management, Community Development or any other social science from a recognized university;
- Have relevant knowledge and experience in administration, management or community development of not less than three (3) years in middle level management;
- Demonstrated merit and ability as reflected in work performance and results; and
- Post graduate qualification in management or public administration will be an added advantage.

11. MECHANICAL ENGINEER I – JOB GROUP CPSB 08 (1 POST)

Job Ref: KCPSB/ME/11/09/11/22

Terms of Service: Permanent & Pensionable

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

Duties and Responsibilities

Reporting to the Chief Officer Roads, Transport and Public Works, the holder will be required to perform the following duties and responsibilities: -

- Work planning and estimation of costs
- Preparation of technical specification and evaluation of tenders for vehicles, plant and equipment; preparation of tender documentation for sale of plant, vehicles and equipment;
- General layout drawings for new workshops and workshop improvements;
- Maintaining records and preparing reports on testing programmes for vehicles and plants;
- Implementation of equipment management systems;
- Maintaining and submitting updated inventory of motor vehicles, plant and equipment;
- All kinds of Inspection of motor vehicles, plant and equipment;
- Management of transport office.

- Ability to diagnose mechanical issues with all types of motor vehicles, plant and equipment and prescribe viable solutions
- Conduct pre-inspection testing
- Liaise with contracted garages and supervise the repair and maintenance of Vehicles, Plant and Equipment.
- Sign off repairs and maintenance as confirmation that the same has been undertaken satisfactorily.
- Any other duties both engineering and managerial that may be assigned.

Requirements for Appointment

- Be a Kenyan citizen;
- Served in the grade of Assistant Engineer II (Mechanical) or comparable and relevant position in the Public Service or Private Sector for at least five (5) years
- A Bachelor's Degree in Mechanical Engineering, Automotive Engineering or its equivalent from a recognized institution;
- Be registered by Engineers Registration Board of Kenya as a Graduate Engineer; and
- Shown merit and ability as reflected in work performance and results in current appointment – this must be demonstrated by the production of performance reports signed and vetted by the candidate's supervisor.
- Be conversant with the Constitution of Kenya and all the devolution laws;
- Demonstrate thorough understanding of county development objectives and vision 2030;
- Have excellent analytical, communication, organizational and interpersonal skills;
- Be computer literate
- Satisfies the requirement of Chapter Six of the Constitution;
- Demonstrate understanding and commitment to the values and principles as outlined in Article 10 and 232 of the Constitution of Kenya;

JOB RE-ADVERTISEMENT**12. CHIEF OFFICER WATER, IRRIGATION & NATURAL RESOURCES – JOB GROUP CPSB 02 (1 POST)****Job Ref: KCPSB/C.O/WINR/12/09/11/22****Terms of Service: Contract****Salary: As prescribed by the Salaries and Remuneration Commission (SRC)****Duties and Responsibilities**

The directorate is responsible for efficient, economic provision of water and irrigation services in the county by:

- Ensuring that the people of Kirinyaga County have access to durable and safe water;
- Developing new water infrastructure, Rehabilitation and augmentation of existing water supplies;
- Capacity building members of water management Committees for sustainable management of the projects;
- Developing policies for efficient and effective water service provision in the County;
- In-charge of the county public water services assets on behalf of the public;
- Protect public assets in case of private sector participation such as the separation of operation from asset holding and development.
- Establish a county irrigation development unit;
- Formulate and implement county irrigation strategy in collaboration with relevant stakeholders, in line with national policies and strategies;
- Develop and maintain an irrigation database and integrate systematic monitoring and evaluation;
- Identify community-based smallholder schemes for implementation in line with national guidelines;
- Mainstream irrigation related statutory obligations such as those that relate to the environment, water and health;
- Provide capacity building for farmers and support establishment of viable farmer organizations, and in particular irrigation water users associations to develop and manage irrigation schemes including actively participating in conflicts resolution within irrigation schemes;
- Set up measures to implement adaptation and mitigation to climate change, and enhance sustainable environmental management.

How to Apply

Applicants should submit their applications together with copies of their detailed

- Curriculum Vitae,
- Academic and Professional certificates,
- Testimonials,
- National Identity Card or Passport and
- Any other supporting documents.

The applications should indicate the positions applied for on top of the envelope and addressed to:

The Secretary

County Public Service Board

P O Box 260 - 10304

KUTUS

Hand delivered applications should be dropped at the **County Headquarters 4TH floor, KUTUS** (Office of County Public Service Board between **8.00 a.m. and 5.00 p.m.** on weekdays).

Applicants should seek clearance from and attach copies or evidence of the CURRENT (valid in 2022) documents listed below: -

- Kenya Revenue Authority
- Ethics and Anti-corruption Commission
- Criminal Investigation Department (Certificate of Good Conduct)
- Higher Education Loans Board (HELB)
- Credit Reference Bureau (CRB)

Applications should reach the County Public Service Board (CPSB) on or before **Friday, 25th November 2022.**

Shortlisted candidates will be required to produce their original identity cards, academic and professional certificates, testimonials, clearance and other relevant documents in support of their applications.

NOTE

Women and persons living with disabilities who meet the specified requirements are encouraged to apply.

Prospective candidates are encouraged to visit our website:

www.kirinyaga.go.ke for more details.

The Kirinyaga County Government is an equal opportunity employer.