



# COUNTY GOVERNMENT OF MARSABIT COUNTY PUBLIC SERVICE BOARD OF MARSABIT

## DECLARATION OF VACANCIES

Pursuant to the provision of section 45 of the County Government Act, 2012, County Public Service Board of Marsabit wishes to recruit qualified and suitable persons to fill the position of County Chief Officers.

### REF MCG/CPSBM/CCO/2022/12/20: COUNTY CHIEF OFFICERS, FIVE (5) POSTS

#### Terms of Service-Contract

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

#### Duties and Responsibilities

The Chief Officer shall be the accounting and authorized officer in respect of exercise of delegated powers and shall be responsible to the respective County Executive Committee Member for:

- Day to day administration and coordination of the respective county department;
- Providing strategic policy direction for effective service delivery within the department;
- Implementation of policies and programs within the department;
- Development and implementation of strategic plans and sector development goals including performance management;
- Formulation and implementation of effective programs to attain Vision 2030; and
- Promoting and ensuring compliance with National values and principles of governance as outlined in Articles 10 and 232 of the Constitution of Kenya;
- Overseeing management of finances, preparation of budget estimates, annual work plans and programmes;
- Maintaining effective collaboration and partnerships with other organs of the county, other counties and as well as the private sector;
- Performing any other duties as may be assigned by the relevant Executive Committee Member from time to time.

#### Requirements for Appointment

- Be a Kenyan citizen;
- Be a holder of at least Bachelors degree from a University recognized in Kenya;
- Possession of a masters degree will be an added advantage;
- Demonstrate a thorough understanding of socio-economic development objectives and plans of Vision 2030;
- Have ten(10) years of relevant professional experience, five(5) of which in a leadership position at a senior management level in public service or private sector organization;
- Demonstrate a thorough understanding and commitment to the values and principles as outlined in Articles 10 and 232 of the Constitution of Kenya;
- Ability to work in a multi-ethnic environment with sensitivity and respect for diversity;
- Proof of registration with a relevant professional body will be an added advantage;
- Satisfy the requirements of Chapter six of the Constitution.

#### How to apply:

Interested applicants should fill Marsabit County employment application forms and attach copies of certificates, testimonials and identity card. The form can be downloaded from the County Public Service Board's website <https://marsabiticpsb.go.ke/> or obtained from our Offices. Incomplete application form will not be accepted and giving false information in the application form will lead to automatic disqualification.

Applicants should attach **current** clearances from the following bodies:

- Kenya Revenue Authority;
- Higher Education Loans Board;
- A Registered Credit Reference Bureau;
- Directorate of Criminal Investigations (Police Clearance Certificate);
- Printed Online Self-Declaration Application Acknowledgement Receipt or a Self-Declaration Form duly stamped by the Ethics and Anti-Corruption Commission;

County Public Service Board of Marsabit is an equal opportunity employer and corruption free entity. Women and persons living with disabilities are encouraged to apply.

Applications should reach the County Public Service Board **on or before 3<sup>rd</sup> January, 2023 at 4 pm.**

The application should be submitted in a sealed envelope clearly marked on the left side the position applied for and vacancy number and addressed to:

**The Acting Secretary/ CEO  
County Public Service Board of Marsabit  
P.O. Box 110 - 60500,  
Marsabit**