



THE COUNTY GOVERNMENT OF TAITA TAVETA

COUNTY PUBLIC SERVICE BOARD

RE- ADVERTISEMENT OF VACANCIES

The Taita Taveta County Public Service Board invites applications from suitable and qualified Kenyan citizens to fill the following vacant positions:

COUNTY CHIEF OFFICER (4 POSTS) Job Group ‘S’

Terms of service: Contract

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

The Four (4) posts will be one for each of the following portfolios:-

1. Public Service and Administration
2. Health Services
3. Mining, Industrialization and ICT
4. Special Programmes – Office of the Deputy Governor

a) Requirements for appointment

- Be a Kenyan Citizen;
- Satisfy the requirements of Chapter Six of the Constitution
- Be a holder of at least a Bachelor’s degree from a University recognized in Kenya; A master’s degree in the relevant field applied for will be an added advantage
- Demonstrate a thorough understanding of County development objectives and plans of Vision 2030
- Served in the Public Service for a period three years in JG R or not less than 10 years at Senior Managerial level in a large organization
- Have knowledge, experience and a distinguished career in the specific area;
- Be a strategic thinker, proactive and results oriented
- Demonstrate a thorough understanding and commitment to the values and principles as outlined in Articles 10 and 232 of the Constitution of Kenya 2010
- Proof of registration with the relevant professional body will be an added advantage
- Have capacity to work under pressure to meet strict deadlines
- Have ability to work in a multi – ethnic and multi – cultural environment with sensitivity and respect for diversity.

b) **Duties and Responsibilities**

The Chief Officer shall be the authorized officer in respect of exercise of delegated powers and shall be responsible to the **RESPECTIVE** County Executive Member for:-

- The day to day administration of the County department as provided under section 46 of the County Government Act 2012.
- Providing strategic policy direction for effective service delivery within the department
- Implementation of policies and development plans and programs within the department
- Development and implementation of Strategic Plans and sector development goals including performance management
- Formulation and implementation of effective programmes to attain Vision 2030 and sector goals
- Promote National values and principles of governance and values and principles of the county public service.

Note: Applicants are required to obtain the following documents from the relevant institutions to meet requirements of chapter six of the Constitution of Kenya

- Tax Compliance Certificate from Kenya Revenue Authority (KRA)
- Clearance Certificate from Higher Education Loans Board (HELB)
- Clearance Certificate from Ethics and Anti – Corruption Commission (EACC)
- Certificate of Good Conduct from Criminal Investigation Department (CID)
- Credit Reference Bureau clearance (CRB)

Copies of the clearance certificates **must** be attached to the applications.

The County Government is an equal opportunity employer. Youth, women and persons living with disabilities are encouraged to apply.

Those who applied earlier need not to re-apply.

HOW TO APPLY

All applications together with copies of detailed curriculum vitae, Academic and Professional certificates, testimonials and references, National Identity Card or Passport and clearance certificates should be submitted in a sealed envelope clearly marked on the left side the position you are applying and addressed to:

The Secretary,
County Public Service Board,
Private Bag, Voi.

Soft Copy Applications and Documents can be submitted via the email as indicated below:
CCORecruitment@taitaveta.go.ke

Important information to all Candidates

- The applications should reach the County Secretary on or before **13th November, 2017**
- Only shortlisted candidates will be contacted
- Shortlisted candidates shall be required to produce their Originals of National Identity Cards, Certificates and Testimonials and **CHAPTER SIX** requirement during interview.