

REPUBLIC OF KENYA



COUNTY GOVERNMENT OF BOMET

PUBLIC SERVICE BOARD

**VACANCIES FOR THE POSITIONS OF CHIEF OFFICERS
J/G – ‘CPSB 02’**

SEPTEMBER, 2022

The County Government of Bomet through the County Public Service Board wishes to fill the vacant positions of **Chief Officers** in the various departments as listed below:

1. **Devolution and Special Programmes**
2. **Administration and Public Service**
3. **Trade, Energy, Tourism, Investment and Industry**
4. **Water, Sanitation, Environment, Natural Resources and Climate Change**
5. **Agriculture, Livestock and Fisheries**
6. **Cooperatives Services**
7. **Gender, Culture and Social Services**
8. **Education and Vocational Training**
9. **Youth and Sports**
10. **Finance, Economic Planning and ICT**
11. **Health Services**
12. **Lands, Housing and Urban Planning**
13. **Roads, Public Works and Transport**

Duties and Responsibilities

The Chief Officer shall be the Accounting and Authorized Officer in respect of exercise of delegated power and shall be responsible to the **respective** County Executive Committee Member for:

- The administration of a county department as provided under section 45 of the County Government Act
- Oversee management of Finances, Preparation and submission of the Budget estimates, Annual plans and Programs
- Formulation and implementation of policies and plans
- Development and implementation of strategic sector development plans, performance contracting and appraisal.
- Formulation and Implementation of County programs to conform to Vision 2030 goals.
- Promotion of National values and principles of Governance as outlined in Article 10 and 232 of the Constitution of Kenya.
- Perform other duties that may be assigned from time to time.

Requirement for Appointment

For appointment, the applicant must;

- Be a Kenyan citizen
- Hold at least a relevant first degree from a recognized University in Kenya, Master's degree will be an added advantage
- Having gone through a Senior Management Course from a recognized institution will be an added advantage.
- Possession of a relevant professional qualification and Membership with a relevant professional body will be an added advantage.

- Have knowledge, experience and distinguished career of not less than 10 years, five (5) of which in a management position.
- Proven ability in leadership and Management.
- Capable of working under pressure to meet strict deadlines to enable the County Government achieve her Vision.
- Satisfy the requirements of Chapter Six (6) of the Constitution of Kenya, 2010
- Be conversant with the constitution of Kenya and Devolution related legislation.
- Demonstrate thorough understanding of the County Government plans.

Terms of Service: Contract (Fixed Term Contract)

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

HOW TO APPLY:

1. Applications can only be **submitted online** on or before **19th October, 2022** through Bomet County Public Service Board recruitment portal, www.cpsbbomet.net. **Manual applications will not be accepted.**
2. Clearance documents for purposes of complying with the provisions of Chapter Six of the Constitution of Kenya, 2010 will be required for those shortlisted and **MUST** submit Copies of the following clearances **during the interview:**
 - Kenya Revenue Authority;
 - Higher Education Loans Board;
 - Ethics and Anti-Corruption Commission;
 - Criminal Investigation Department (Certificate of Good Conduct);
 - Credit Reference Bureau (CRB); and
 - For those with higher education certificates (degrees) from outside Kenya, a letter of recognition of qualifications from the Commission for University Education.
3. Only Shortlisted candidates will be contacted.

Please Note:

Bomet County Public Service Board does not charge **ANY FEE** at any stage of the recruitment. Our official email is cpsb@bomet.go.ke or info@cpsbbomet.net

**The Secretary /C.E.O
Public Service Board
P.O Box 605-20400
Bomet.**

“The County Government of Bomet is an equal opportunity employer. Women and Persons with disabilities are encouraged to apply. Canvassing will lead to automatic disqualification”

Dated: 28th September, 2022