

# REPUBLIC OF KENYA



## COUNTY GOVERNMENT OF BOMET PUBLIC SERVICE BOARD

### VACANCIES

The County Government of Bomet through the Public Service Board is pleased to invite competent and qualified persons to fill the following vacancies in its Departments as indicated

#### 1. OFFICE OF THE GOVERNOR

##### a) DIRECTORATE OF INTERNAL AUDIT

##### i) Director Internal Audit: J/G CPSB 03 (1 Post)

#### Requirements

- Bachelor's degree in Accounting and Finance or any other equivalent qualification.
- A member of a professionally recognized institute
- Passed Part III of Certified Public Accountant (CPA) Examination or its recognized equivalent.
- Master's degree in any of the following disciplines: - Accounting, Finance, Business Administration, Commerce or their relevant equivalent qualification from an approved institution.
- Registered with the Institute of Certified Public Accountants of Kenya (ICPAK).
- Have minimum of 10 years of relevant experience working

*In addition to the above requirements, an officer must have the following key competencies:*

- (i) High degree of professional competence and administrative capability required for effective planning, direction, control and coordination of the auditing function;
- (ii) Personal integrity - a strong commitment to openness, honesty and inclusiveness demonstrating tolerance and a capacity to inspire trust in others;
- (iii) Personal responsibility - the willingness to accept responsibility for own actions and outcomes.
- (iv) A thorough understanding of county government goals, policies and programmes and the ability to translate them to the auditing function.

### **Responsibilities**

Reporting to the Chief Officer Public Service, he or she will be responsible for:

- Overseeing the development of Annual Audit Plans and assist audit staff to plan, organize, direct and monitor audit operations.
- Efficient and effective organization, co-ordination, control and supervision of all audit or administrative functions in the County.
- Secretary to the Audit Committee
- Developing new initiatives aimed at improving operational efficiencies and assess compliance with county policies, procedures and regulations
- Preparing periodical reports for the county audit committee regarding the reliance of existing internal control systems
- Ensuring timely and accurate audits are submitted and sign off the audit reports
- Preparing annual plans and audit programmes to guide the operations of Audit in the County

- Preparation and implementation of strategic objectives and carrying out independent assessments of development operational risks to ensure efficient and effective use of county resources
- Analyzing the impact of Audit policies and regulations.
- Setting and maintaining professional audit standards
- Preparation and implementation of performance contracts, work plans and appraisal systems for the section staff.
- Instituting operational accountability and overseeing finance and asset management of the audit section.

**Terms of Service: Contract**

**ii) Principal Internal Auditor: J/G CPSB 05 (1 Post)**

**Requirements**

- Bachelor's degree in Accounting and Finance or its equivalent from a recognized institution
- A post graduate qualification in audit or accounting will be an added advantage
- A member of a professionally recognized institute
- Minimum of five (5) years' working experience.

**Responsibilities**

Reporting to the Director Internal Audit, he or she will be responsible for:

- Preparing internal audit reports for the County Government,
- Providing inputs and proposals for the update of standards, procedures and guidelines for internal audit,
- Assisting in the design and implementation of appropriate training programs for staff in the department,
- Undertaking assurance engagement and investigation of records of the county Government

**Terms of Service: Permanent and Pensionable**

### **iii) Senior Internal Auditor: J/G CPSB 06 (1 Post)**

#### **Requirements**

- Bachelor's degree in Accounting and Finance or its equivalent from a recognized institution
- A post graduate qualification in audit or accounting will be an added advantage
- A member of a professionally recognized institute
- Minimum four (4) years' experience

#### **Responsibilities**

Reporting to the Principal Internal Auditor, he or she will be responsible for:

- Preparing internal audit reports on the County Government and submit recommendations
- Monitoring implementation of recommendations raised after review of internal audit report
- Assisting in audit assignments,
- Assisting in the training of staff in the audit unit

**Terms of Service: Permanent and Pensionable**



## **b) HUMAN RESOURCES MANAGEMENT SECTION**

### **i) Director/ Human Resources - J/G CPSB 03 (1 Post)**

#### **Requirements**

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

- Served in a comparable position in the Public service or private sector for a minimum period of ten (10) years, of which five (5) should be in a comparable position in a reputable organization;
- Bachelor's degree in the following disciplines: - Public Administration, Human Resource management or any social sciences from a recognized university;
- Master's degree in HR related field, Strategic Management, Business Administration, Public Administration or any related field from a recognized institution;
- Proficiency in computer application skills;
- A member of IHRM (Institute of Human Resources Management) or any other related professional body, and a holder of a Human Resource practicing certificate;

#### **Responsibilities**

Reporting to the County Secretary, he or she will be responsible for: -

- Overseeing the human resource management and development function of the county government,
- Supervising the management of the county government records, documentation services.
- Overseeing the implementation and enforcement of human resource management rules, regulations, standards, procedures and guidelines.
- Evaluating effectiveness of the human resource policies, rules and regulations.

- Advising on human resource staff training and development.
- Overseeing maintenance of professional human resource management standards. Developing human resources management plans and providing advice on succession management,
- Coordinating the development and review of career progression guidelines and advising on career development, interpretation of labour laws and other statutes that impact on the human resource in the county government,
- advising on collective bargaining agreement negotiations, recognition agreements and other labour relations and;
- providing guidance on performance management.

#### **Terms of Service: Contract**

#### **ii) Principal Human Resource Officer: J/G CPSB 06 (1 Post)**

#### **Requirements**

- Bachelor's degree in Human Resource Management or related field from a university recognized in Kenya.
- Membership of Institute of Human Resource Management (IHRM), or any other related professional body
- Computer literacy
- Knowledge of relevant legislation.
- Knowledge of professional standards
- Minimum of six (6) years' experience in HR or related field from a reputable organization

#### **Responsibilities**

Reporting to the Assistant Director/ Human Resources, he or she will be responsible for:

- Providing guidance on and oversight of the implementation of human resource management policies, rules and regulations for county departments and county public service bodies.

- Supervising staff in the unit for effective work performance.
- Coordinating human resource services in areas of recruitment, induction, promotion, job placement, leave scheduling, leave liability, welfare and benefits management
- Representing the Director/Human resources in Management meetings and any other duties as directed
- Implementing human resource services in areas of recruitment, induction, promotion, job placement, leave scheduling, leave liability, welfare and benefits management
- Maintaining the work structure by ensuring job requirements and job descriptions for all positions are updated to meet evolving county human capital needs
- Conducting required analysis into remuneration, salaries, bonuses and other benefits
- Coordinating training and staff development initiatives for the county human capital.
- Assisting in ensuring maintenance of good industrial relations among employees, the organizations and various trade unions
- Facilitating in-house training to ensure employees understand the rationale underpinning policy change and monitor its successful implementation.
- Supporting formulation of policy and oversight of Occupational Safety and Health (OSH) for the county
- Supporting the management of the Integrated Payroll and Personnel Database (IPPD) system in the county

**Terms of Service: Permanent and Pensionable**

**iii) Human Resource Management Officer 11: J/G CPSB 10  
(10 Posts)**

This position supports the administration of Human Resource policies and programmes, rules and regulations in the county for effective performance and productivity.

**Requirements**

- Bachelor's Degree in Human Resources Management or any other relevant qualification from a recognized university/institution
- Membership of Institute of HR Management (IHRM) or related professional body
- Computer literacy
- Knowledge of relevant legislations.
- Knowledge of professional standards.
- Knowledge of Labour Laws and Human Resource Management Regulations
- Minimum of three (3) years relevant experience

**Responsibilities**

Reporting to the Principal Human Resource Officer, he or she will be responsible for:

- Supervising Human Resource Management Assistants
- Implementing best-practice policy on Human Resource matters in compliance with labour laws and applicable county laws and policies.
- Implementing human resource services in areas of recruitment, induction, promotion, job placement, leave scheduling, leave liability, welfare and benefits management
- Implementing training and staff development initiatives for the county human capital.
- Assisting in ensuring maintenance of good industrial relations among employees, the organizations and various trade unions



- Facilitating dissemination of information relating to changes in the prevailing HR policies to all affected county departments
- Assisting in monitoring implementation and success of new and changed policies
- Supporting implementation of Occupational Safety and Health (OSH) initiatives for the county staff.
- Supporting implementation of existing rules and policies pertaining to staff welfare in order to suitably address staff welfare requirements.
- Supporting to foster a good working environment for employees.

### **Terms of Service: Permanent and Pensionable**

#### **iv) Records Management Officer II: J/G CPSB 10 (1 Post)**

### **Requirements**

- Bachelor's degree in Records Management/ Information Science or any of the Social Sciences from a recognized institution.
- Computer Literacy
- Knowledge of relevant legislations and professional standards.
- Minimum three (3) years relevant experience.

### **Responsibilities**

Reporting to the Head of Section, he or she will be responsible for:

- The creation & storage of government records.
- Retrieving and disposing of data, creating & maintaining databases to ensure quick retrieval
- Developing record distribution and storage policies.
- Auditing information that is created and stored.
- Analyzing information needs and developing procedures to ensure these requirements are met
- Referring to policy and legislative requirements in order to determine the length of time records are kept.

- Potentially overseeing the transition from paper to electronic management systems.
- Providing the necessary support to ensure the accountability, transparency and regulatory requirements of the government are met.

**Terms of Service: Permanent and Pensionable**

**v) Office Administrative Assistant II – J/G CPSB 12 (4 Posts)**

**Requirements**

- Diploma in Secretarial studies stage II
- Computer literacy
- Minimum two (2) years' experience
- Good communication skills
- Good interpersonal skills

**Responsibilities**

Reporting to the Head of Section, he or she will be responsible for: -

- Typing and processing data.
- Filing and retrieving information
- Ensuring security of office records, documents and proper handling and use of office equipment.
- Management of E-Office
- Management of office protocol and handling telephone calls and appointments.
- Any other duty as may be assigned.

**Terms of Service: Permanent and Pensionable**

**vi) Support Staff – J/G CPSB 15/16 (4 Posts)**

**Requirements**

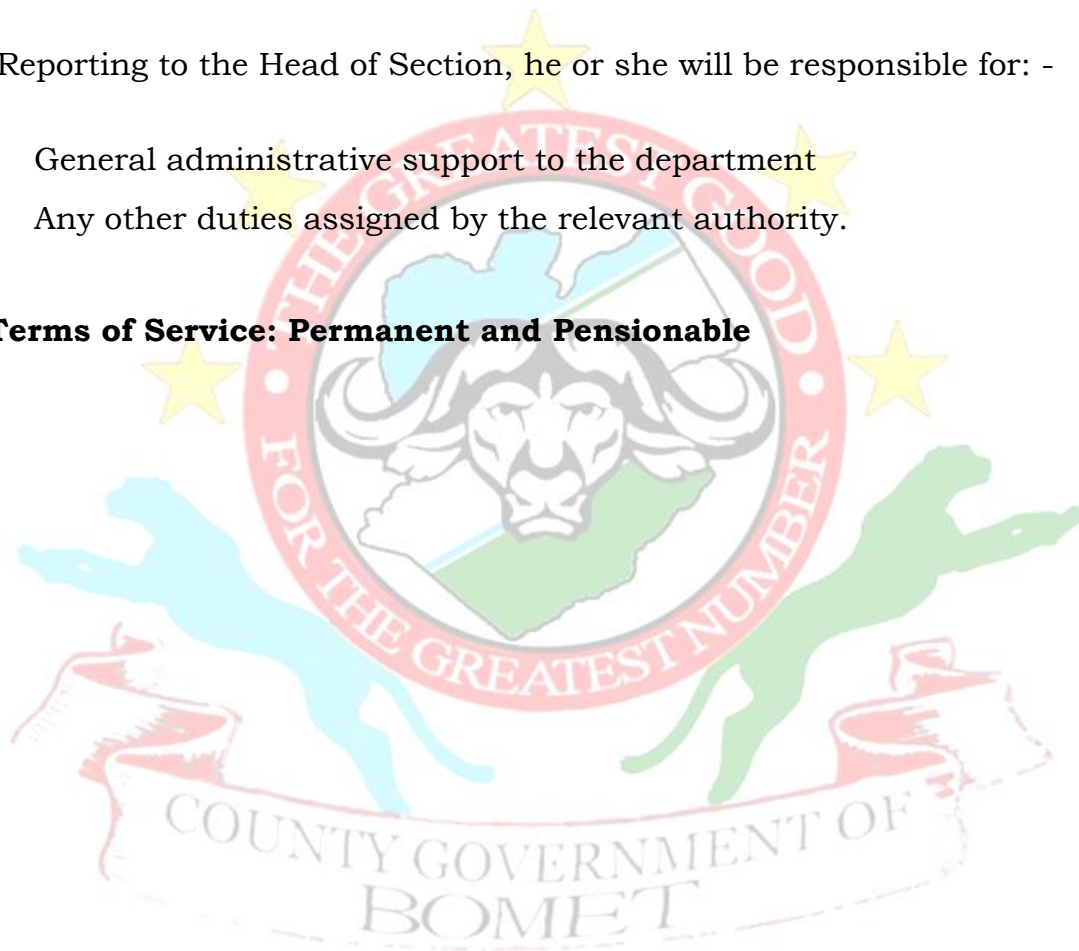
- KCSE Grade D (Plain) or its equivalent
- Have no criminal record or pending criminal charges.

**Responsibilities**

Reporting to the Head of Section, he or she will be responsible for: -

- General administrative support to the department
- Any other duties assigned by the relevant authority.

**Terms of Service: Permanent and Pensionable**



## **c) PUBLIC INFORMATION OFFICE**

### **i) Director/Communications & Events: J/G CPSB 03 (1 Post)**

#### **Requirements**

- Have a Bachelor's degree in any of the following disciplines: Mass Communication, Public Relations, Communications Studies, Journalism, Social Sciences or any other approved equivalent Requirements from a recognized institution;
- Have a Master'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;
- Have minimum of 10 years of experience working in communications or media.
- Possess advanced computer application skills;
- Possess good oral and written communication skills in both English and Kiswahili;
- Be a person of high integrity, motivated and a team player; and
- Have demonstrated professional competence and managerial capability to achieve results by providing leadership

#### **Responsibilities**

Reporting to the Chief of Staff, he or she will be responsible for:

- Handling all aspects of county official events visits, conferences, tours and social tasks initiated within the office.
- Arranging travel for the Governor, Deputy Governor and Executive Members including scheduling travel, preparing trip folders, arranging bulleting and preparing itinerary.



- Scheduling events, determining need for audio-visual equipment, gathering of biographies and guest information, preparing agendas, and setting up locations.
- Assisting to develop media plans, distributing and following up media releases, booking interviews, and responding to media requests.
- Assist in the initiation, development and implementation of policies and sector plans in the unit.
- Preparing the guest lists and sitting arrangements.
- Promotion of National values, principles of good governance as outlined in Article 10 and 232 of the Constitution of Kenya.
- Communicates key messages to defined target audiences in order to establish and maintain goodwill and understanding between the County Government and the public.
- Prepares budgetary recommendations, monitors division budget and reconciles expenditure of budgeted funds

**Terms of Service: Contract**

**ii) Assistant Director/ Communications & Events: J/G  
CPSB 05 (1 Post)**

**Requirements**

- Have a Bachelor's degree in any of the following disciplines: Mass Communication, Public Relations, Communications Studies, Journalism, Social Sciences or any other approved equivalent Requirements from a recognized institution;
- Masters degree in the relevant field is an added advantage
- Have minimum of 5 years relevant experience
- Possess advanced computer application skills;
- Possess good oral and written communication skills in both English and Kiswahili;
- Be a person of high integrity, motivated and a team player; and

- Have demonstrated professional competence and managerial capability to achieve results by providing leadership

### **Responsibilities**

Reporting to the Director / Communications & Events, he or she will be responsible for:

- Handling all aspects of county official events visits, conferences, tours and social tasks initiated within the office.
- Arranging travel for the Governor, Deputy Governor and Executive Members including scheduling travel, preparing trip folders, arranging bulleting and preparing itinerary.
- Scheduling events, determining need for audio-visual equipment, gathering of biographies and guest information, preparing agendas, and setting up locations.
- Assisting to develop media plans, distributing and following up media releases, booking interviews, and responding to media requests.
- Assist in the initiation, development and implementation of policies and sector plans in the unit.
- Preparing the guest lists and sitting arrangements.
- Promotion of National values, principles of good governance as outlined in Article 10 and 232 of the Constitution of Kenya.

### **Terms of Service: Contract**

#### **iii) Chief Protocol Officer: J/G CPSB 06 (1 post)**

This position is responsible for providing information to the leadership of the county and other visiting personalities on protocol courtesies, etiquette and culture of the people in the working environment.

### **Requirements**

- Bachelor's degree in Administration/ Communication /International relations/Languages/Public Relations from a recognized university.

- Minimum of five (5) years of working experience in the public relations/international relations field from a reputable organization.
- Knowledge of the general etiquette, protocol courtesies and social standards
- Public relations and international relations
- Computer literacy
- Proficient in languages

### **Responsibilities**

Reporting to the Head of Section, he or she will be responsible for:

- Coordinating the work of the subordinates to this position and briefs on their respective roles for smooth running of the protocol office
- Advising staff on formalities and courtesies in association with visitors
- Providing administration services in the office of protocol
- Running field functions and direct field operations as directed by the senior officers
- Providing guidance on Governor's diary and daily program
- Preparing and designing invitation cards and car stickers for all national and state functions

### **Terms of Service: Contract**

**iv) Editor: J/G CPSB 06 (2 Posts)**

### **Requirements**

- Bachelor's degree in Mass Communication or Journalism.
- Demonstrate Knowledge of professional Standards
- Demonstrate Knowledge of media laws and industry codes of conduct.
- Minimum of five (5) years working experience in relevant field
- Ability to work under pressure

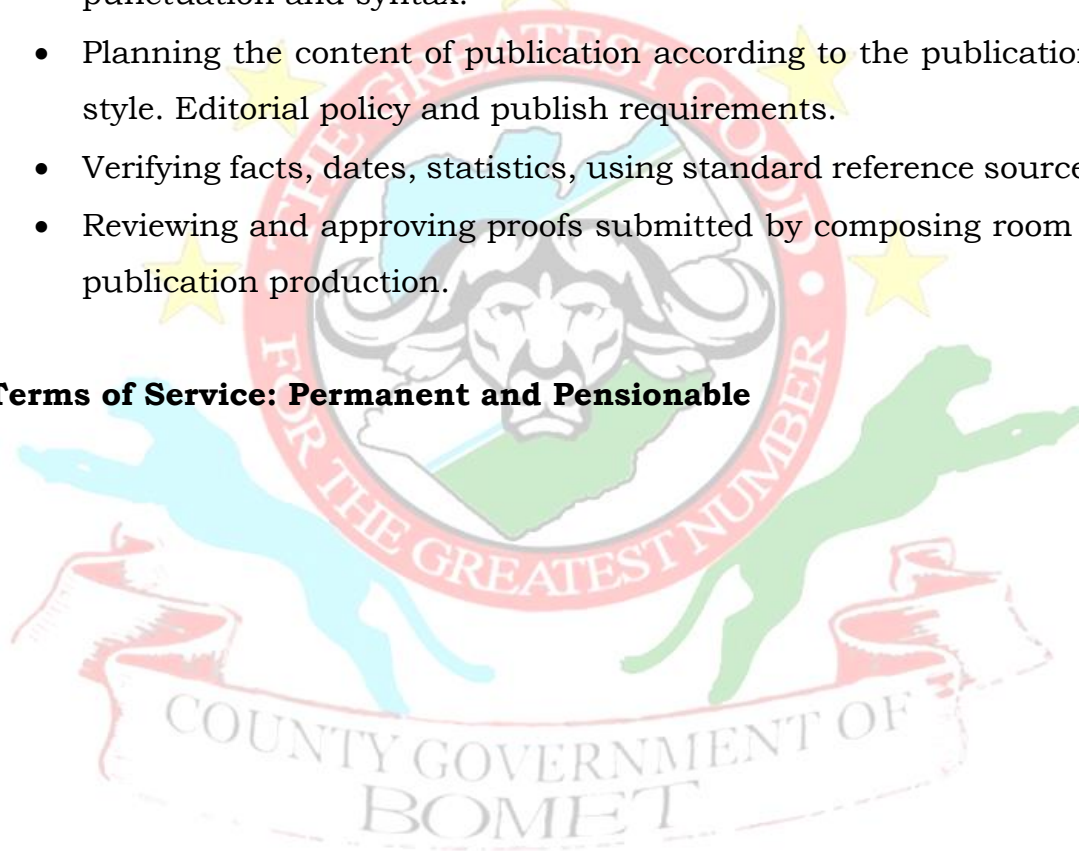
- Ability to work well with teams
- Problem solving skills
- Supervisory skills
- Meet the requirements of Chapter six of the Constitution of Kenya 2010

### **Responsibilities**

Reporting to the Head of Section, he or she will be responsible for:

- Preparing, rewriting and editing copies to improve readability.
- Reading copy or proofing to detect and correct errors in spelling, punctuation and syntax.
- Planning the content of publication according to the publications style. Editorial policy and publish requirements.
- Verifying facts, dates, statistics, using standard reference sources.
- Reviewing and approving proofs submitted by composing room to publication production.

### **Terms of Service: Permanent and Pensionable**





## 2. DEPARTMENT OF ADMINISTRATION, ICT& PUBLIC SERVICE

### a) DISASTER MANAGEMENT SECTION

#### i) Deputy Director / Disaster Management – J/G CPSB 04 (1 Post)

##### Requirements

- Bachelor's degree in Disaster Management, Social Science or related field from a recognized institution
- Master's Degree in a relevant field will be an added advantage
- Have minimum of 6 years relevant experience
- Demonstrate strong analytical skills with outstanding verbal and written communication
- Has the ability to work within a multi-cultural setting and management skills
- Demonstrated professional, technical and administrative competence.

##### Responsibilities

Reporting to the Director Administration, he/she will be responsible for:

- Contribution towards effective coordination of disaster risk management programmes, emergencies, policies, strategies;
- Development and review of Disaster Response Plans and Standard Operating Procedures (SOPs) for effective response;
- Supervision of staff and overseeing the smooth running of the department
- Management of department's budget and maintain statistical and financial records
- Collaboration and Networking with like-minded partners to build a culture of risk reduction and effective emergency response plans;
- Acting as a focal point in best practices for replication and uptake by strategic partners and stakeholders;

- Establishing a unique County Emergency Operation Centre (EOC) for effective management and coordination of humanitarian emergencies;
- Ensuring total compliance to the Workplace safety standards (OSHA)
- Raising awareness to the public on disaster management and preparedness

### **Terms of Service: Contract**

#### **ii) Fireman/Woman Driver – J/G CPSB 13 ( 1 Post)**

#### **Requirements**

- KCSE Mean grade D plain
- A valid driving license free from any current endorsements
- Suitability tests conducted by the Ministry of Roads and Public Works.
- Occupational trade test conducted by the Ministry of Roads and Public Works.
- A valid certificate of good conduct
- Defensive driving certificate from Automobile Association of Kenya (AA)
- A first aid certificate course lasting not less than a week from Kenya Institute of Highways and Building Technology, St. John Ambulance or any other recognized institution.
- A certificate course in firefighting/ fire rescue from a recognized institution will be an added advantage.
- Possession of emergency vehicle operator compliance certificate.
- Minimum of five (5) years' working experience

## **Responsibilities**

Reporting to the Deputy Director / Disaster Management, he/she will be responsible for:-

- Driving assigned fire engines
- Carrying out routine checks and maintenance of the vehicle
- Maintenance of work tickets
- Detecting and reporting malfunctioning of the vehicle systems
- Carrying out first aid, cleanliness and overall vehicle maintenance and management

## **Terms of Service: Permanent and Pensionable**

### **iii) Firefighter & Marshall – J/G CPSB 15 ( 2 Posts)**

## **Requirements**

- KCSE Grade D (Plain) or its equivalent
- Physically and medically fit
- Have no criminal record or pending criminal charges.
- A certificate course in firefighting/ fire rescue from a recognized institution will be an added advantage
- Have minimum of two (2) years relevant experience

## **Responsibilities**

Reporting to the Deputy Director/Disaster Management, he/she will be responsible for:-

- Performing specialized functions in preparing and responding to fire/emergency calls.
- Responding to emergency calls; laying and connecting hose; holding nozzles and directing water streams; raising and climbing ladders; using extinguishers and other equipment.
- Assisting in rescue operations during emergencies.

- Operating appliances and communication equipment.
- Maintenance of equipment in good repair in accordance with county policies and procedure

**Terms of Service: Permanent and Pensionable**

**iv) Diver – J/G CPSB 15 ( 6 Posts)**

**Requirements**

- Physically and medically fit
- Have no criminal record or pending criminal charges.
- Trained and certified rescue diver
- A certificate course and/or skill in disaster management is an added advantage
- Have minimum of two (2) years relevant experience

**Responsibilities**

Reporting to the Deputy Director Disaster Management, he/she will be responsible for:-

- Assisting in rescue operations in cases of drowning
- Sensitization and public awareness in disaster prone areas
- Supporting other emergency cases within the unit.

**Terms of Service: Permanent and Pensionable**



## **B) DIRECTORATE OF ICT**

### **i) Principal ICT Officer - J/G CPSB 06 (1 Post)**

#### **Requirements**

- A Bachelors degree in any of the following fields: Computer Science/Information Communication Technology, Electrical/Electronics Engineering, or other ICT related disciplines with a bias in Computer Science/IT from a recognized institution.
- Membership of appropriate professional association
- Have minimum of five (5) years relevant experience
- Demonstrated professional ability, initiative and competence in organizing and directing work
- Excellent communication and interpersonal skills
- Initiative and ability to build and work with teams
- Satisfy the requirements of chapter 6 of Constitution of Kenya, 2010

#### **Responsibilities**

Reporting to Assistant Director ICT, he/she will be responsible for:-

- Systems development, implementation and allocation
- Coordinating systems development, implementation and maintenance
- Carrying out feasibility studies
- Preparing progress reports of the systems development
- Evaluating systems and ensuring adherence to established ICT Standards
- Training and preparing staff performance reports
- Planning, monitoring and evaluating program/activities within an Information Communication Technology division/Unit
- Ensuring adherence to Information Communication Technology standards

- Liaising with user departments to ensure effective maintenance of Information Communication Technology equipment
- Reviewing and evaluating hardware maintenance feasibility studies and detailed specifications before implementation
- Implement policies and procedures to govern activities in the department

### **Terms of Service: Permanent and Pensionable**

#### **ii) ICT Officer II - J/G CPSB 10 (10 POSTS)**

#### **Requirements**

- A Bachelor's degree in any of the following fields: Computer Science/Information Communication Technology, Electrical/Telecommunication/Electronics Engineering, or other ICT related disciplines with a bias in Computer Science/IT from a recognized institution.
- Have minimum of three (3) years relevant experience
- Demonstrated very good and practical knowledge in Computer Networking, computer troubleshooting, programming and web development skills
- Demonstrated professional ability, initiative and competence in organizing and directing work
- Excellent communication and interpersonal skills
- Satisfy the requirements of chapter 6 of Constitution of Kenya, 2010

#### **Responsibilities**

Reporting to Principal ICT Officer, he/she will be responsible for:-

- Installation and maintenance of computer systems
- Configuration of Local Area Network and Wide Area Network

- Developing and updating application systems
- Carrying out systems analysis, design and program specifications in liaison with users
- Carrying out repairs and maintenance of ICT equipment and associated peripherals
- Drawing up hardware specifications for ICT equipment
- Verification, validation and certification of ICT equipment
- Support to departments or agencies
- Maintains web environment by identifying system requirements, installing upgrades and monitoring web performance.

***Note: Applicants should indicate their areas of specialization among: Web Development/Scripting, Network Design and Management, Network Security, Systems Development/Programming and Database Management, Technical, etc***

**Terms of Service: Permanent and Pensionable**



### 3. DEPARTMENT OF EDUCATION AND VOCATIONAL TRAINING

#### i) Technical Instructor III - J/G CPSB 11 (35 Posts)

##### Requirements

- Diploma in Relevant Technical Field from a recognized institution
- Diploma in Technical Education from KTTC will be an added advantage
- Proven relevant industrial experience from a recognized industry, for cumulative period of at least 2 years
- Knows the functions and use of specific tools and machinery present in the workshop
- Knows the rules and regulations to create a safe working environment for trainees and trainers
- Knows how to maintain the tools and machinery present in the workshop
- Knows the relevant laws and rules regarding his work as TVET trainer (the qualification dossiers, the TVET laws, the professional status of trainers)
- Computer Literacy will be an added advantage

##### Responsibilities

Reporting to the VTC/Manager, the officer will be responsible for:-

- Teaching in areas of specialization;
- Carrying out trainees' assessment;
- Preparing and maintaining of schemes of work, lesson plans, lesson notes, and trainee records;
- Preparing and organizing teaching/learning materials;
- Caring and maintaining of tools and equipment;
- Supervising curricular and co-curricular activities;
- Under-taking curriculum review and trainee evaluation;



- Maintaining trainees discipline;
- Supervising trainees on field work/industrial attachment and compiling progress reports;
- Guiding and counseling trainees; and
- Any other relevant duties as may be assigned by the Head of the VTC.

### **Terms of Service: Permanent and Pensionable**

#### **ii) Technical Instructor IV – J/G CPSB 12 (35 Posts)**

#### **Requirements**

- Minimum Form Four Certificate and
- Minimum Trade Test Grade 1 or NVCET Level II Certificate or KNEC Artisan Certificate or KNEC Craft Certificate in Relevant Technical Field
- Certificate in Technical Education from KTTC will be an added advantage
- Proven relevant industrial experience from a recognized industry, for cumulative period of at least two (2) years;
- Computer Literacy will be an added advantage
- Knows the functions and use of specific tools and machinery present in the workshop
- Knows the rules and regulations to create a safe working environment for trainees and trainers
- Knows how to maintain the tools and machinery present in the workshop
- Knows the relevant laws and rules regarding his work as TVET trainer (the qualification dossiers, the TVET laws, the professional status of trainers)

#### **Responsibilities**

Reporting to the VTC/Manager, the officer will be responsible for: -

- Teaching in areas of specialization;
- Carrying out trainees' assessment;
- Preparing and maintaining of schemes of work, lesson plans, lesson notes, and trainee records;
- Preparing and organizing teaching/learning materials;
- Caring and maintaining of tools and equipment;
- Supervising curricular and co-curricular activities;
- Undertaking curriculum review and trainee evaluation;
- Maintaining trainees discipline;
- Supervising trainees on field work/industrial attachment and compiling progress reports;
- Guiding and counseling trainees; and
- Any other relevant duties as may be assigned by the Head of the institution.

**Terms of Service: Permanent and Pensionable**

Applications can only be **submitted online** on or before **6<sup>th</sup> November, 2018** through Bomet County Public Service Board recruitment portal, [www.cpsbbomet.net](http://www.cpsbbomet.net) Or from a link in Bomet County website, [www.bomet.go.ke](http://www.bomet.go.ke).

**Manual applications will not be accepted.**

***‘The county government of Bomet is an equal opportunity employer, women and persons with disabilities are encouraged to apply’.***

**The Secretary/CEO**

**Public Service Board**

**P.o. Box 605-20400**

**BOMET.**

**Dated: 19<sup>th</sup> October, 2018**