

**REPUBLIC OF KENYA
COUNTY GOVERNMENT OF TURKANA**



COUNTY PUBLIC SERVICE BOARD

VACANCIES

The Turkana County Public Service Board invites applications from competent and qualified persons to fill the following positions:

REF: TUR/CPSB/003/2020/2021: County Chief Officer, Job Group 'S', Four (4) Posts. (Contract).

Details of the Job description and Job requirements are available at www.turkana.go.ke

HOW TO APPLY

Interested and qualified persons for the position of the **County Chief officer** are requested to make their applications online and send their CVs, copies of certificates, testimonials, and identity card in a **Zipped folder** through the Board email: secretarycpsb@turkana.go.ke so as to reach the undersigned on or before **Monday, 7th June, 2021 by 5.00pm. (East African Time)**.

**The Secretary,
Turkana County Public Service Board,
P.O. BOX 05, Lodwar, – 30500.**

Important information to all candidates;

- ❖ Only shortlisted candidates will be contacted
- ❖ Any form of canvassing or lobbying will lead to automatic disqualification

N/B Youth, Women and Persons Living with disability (PWDs) are encouraged to apply.

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REF: TUR/CPSB/003/2020/2021: COUNTY CHIEF OFFICER, JOB GROUP 'S', FOUR (4) POSTS.

Requirements and competencies for appointment: -

- i. Be a Kenyan Citizen
- ii. Be in possession of a first degree in a relevant field from a University recognized in Kenya.
- iii. A Master's degree in a relevant field will be an added advantage.
- iv. Have relevant knowledge and experience of not less than seven (7) years in a Senior Management position in Public Service or Private Sector.
- v. Demonstrate understanding of Devolved Governance.
- vi. Be a strategic and result oriented individual and able to work under pressure to meet strict deadlines.
- vii. Satisfy the requirements of Chapter Six of the Constitution of Kenya 2010 on Leadership and Integrity.
- viii. Have knowledge and experience in Programme Based Budgeting, Planning and Financial analysis.
- ix. Demonstrate thorough understanding of County development objectives and Kenya Vision 2030.
- x. Have Effective Communication Skills.

Duties and responsibilities: -

Reporting to the respective County Executive Committee, the Officer will be the Accounting and Authorized Officer for the Department and will also be responsible for the following:

- i. General administration and coordination of the respective County Department.
- ii. Development, implementation and review of policies, Sector Plans and Budgets.
- iii. Overseeing management of Departmental resources, preparation of budget estimates, annual work plans and Programmes.
- iv. Formulation and implementation of effective programs aligned to County visions and sector goals
- v. Implementation and monitoring of the Performance Management system.
- vi. Organizing and coordinating consultative forums with Stakeholders
- vii. Promotion of National Values and Principles of Good Governance as outlined in Articles 10 and 232 of the Constitution of Kenya.

- viii. Ensure effective service delivery through implementation of laid out policies and regulations.
 - a. Knowledge and understanding of Public Procurement Regulations and Guidelines
 - b. Knowledge and understanding of Public Finance Management and controls
 - c. Knowledge and understanding of Human Resource Management in Public Sector
- ix. Any other duties as may be assigned from time to time.

Terms of Service: Contract.

NOTE:

Salary, allowances and other benefits are per the rates prescribed by the salaries and remuneration commission.

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