

REPUBLIC OF KENYA

COUNTY GOVERNMENT OF TURKANA



COUNTY PUBLIC SERVICE BOARD

VACANCY

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

REF: TUR/CPSB/002/2021/2022: MUNICIPALITY MANAGER, JOB GROUP 'Q', ONE (1) POST.

Requirements and competencies for appointment: -

- i. Be a Kenyan Citizen
- ii. Be in possession of a Bachelor's 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 (10) years in a Senior Management position in Public Service or Private Sector.
- v. Be a strategic and result oriented individual and able to work under pressure to meet strict deadlines.
- vi. Satisfy the requirements of Chapter Six of the Constitution of Kenya 2010.
- vii. Have wide knowledge in urban development policies and financial management.
- viii. Demonstrate thorough understanding of County development objectives and Kenya Vision 2030.
- ix. Should have a thorough understanding of socio-economic dynamics of Turkana County.
- x. Have Effective Communication and interpersonal Skills.
- xi. Must have attended senior management course or strategic leadership development course.

Duties and responsibilities: -

Reports to the **Municipality Board**, the Officer will serve as the Secretary, Accounting and authorized Officer for the Municipality and will also be responsible for the following:

- i. Overseeing affairs of the Municipality
- ii. Developing and adopting Short, Medium and Long term policies, plan, strategies and programmes, and may set targets for delivery of services;
- iii. Formulating and implementing the municipal integrated Development plan (MIDP);
- iv. Controlling Land use, land sub-division, land development and zoning by public and private sectors for any purpose, including industry, commerce, markets, shopping and other employment centers, residential areas, recreational areas, parks, entertainment, passenger transport, agriculture, and freight and transit stations within the framework of the spatial and master plans for the city or municipality as may be delegated by the county government;

- v. Maintaining a comprehensive database and information system for the administration and provide public access thereto upon payment of a nominal fee to be determined by the municipality board;
- vi. Developing and managing schemes, including site development in collaboration with the relevant national and county agencies;
- vii. Monitoring and where appropriate, regulate city and municipal services where those services are provided by service providers other than the board of the City or Municipality;
- viii. Establishing, implementing and monitoring performance management systems;
- ix. Monitoring the impact and effectiveness of any services, policies as delegated by the county government;
- x. Implementing applicable national and county Government legislations.
- xi. Promoting a safe and healthy environment;
- xii. Administering and regulating its internal affairs;
- xiii. Preparing and submitting its annual budget estimates to the relevant county Treasury for consideration and submission to the County Assembly for approval as part of the annual County appropriation Bill;
- xiv. Performing such other function as may be delegated to it by the County executive or Municipal Board.
- xv. Promotion of National Values and Principles of Good Governance as outlined in Articles 10 and 232 of the Constitution of Kenya.

Terms of Service :(3 years Contract.)

NOTE:

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

HOW TO APPLY

Interested and qualified persons for the position of the **Municipality Manager** 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: cpsb@turkana.go.ke so as to reach the undersigned on or before **Friday, 18th February, 2022 by 5.00pm. (East African Time)**.

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.