

COUNTY GOVERNMENT OF TAITA TAVETA



OFFICE OF THE GOVERNOR

P.O. Box 1066-80304
WUNDANYI

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VACANCIES IN THE OFFICE OF THE GOVERNOR

Pursuant to Article 183 of the Constitution of Kenya 2010 and the provisions of sections 35 and 36 of the County Government Act No. 17 of 2012, the County Government of Taita Taveta invites applications from suitable and qualified Kenya citizens to fill the following vacant positions in the County Executive Committee as per the portfolios below.

POSITION: COUNTY EXECUTIVE COMMITTEE MEMBER

Number of Posts: 10 (ten)

Terms of Service: Contract (as determined by the Appointing Authority)

Remuneration: As per the Salaries & Remunerations Commission Guidelines

1. Devolution, Public Service and Administration
2. Trade, Tourism, Cooperative Development & Industrialization
3. Lands, Physical Planning, Housing, Mining & Energy
4. Youth, Sports, Gender, Culture and Social Services
5. Health Services
6. Finance and Economic Planning
7. Public Works, Infrastructure & Transport
8. Agriculture, Livestock, Fisheries and Irrigation
9. Water, Environment, Sanitation, Climate Change & Natural Resources
10. Education, Libraries & VTCs

Duties and Responsibilities

1. Supervise the administration and delivery of services in the respective departments of the County Government and all decentralized units and agencies in the County
2. Implement County legislations to achieve desired objectives and outcomes
3. Prepare proposed policies and legislations for consideration by the County Assembly
4. Implement within the County, national legislation to the extent that the legislation so requires
5. Manage and coordinate the functions of the County administration and its departments
6. Provide the County Assembly with the full and regular reports on matters relating to the Department
7. May advise the Governor on matters within his/her area of jurisdiction

Requirements for Appointment

For appointment to the position one should;

1. Be a Kenyan citizen
2. Be in possession of at least a Bachelor's degree from a university recognized in Kenya. Master's degree in the relevant field will be an added advantage (specify)
3. Have knowledge, experience and distinguished career of not less than five (5) years in the field relevant to the portfolio to which the person is seeking to be considered
4. If Successful, the applicant should not hold any other state or public office
5. Be conversant with the Constitution of Kenya and all the devolution related legislation
6. Demonstrate understanding and commitment to the values and principles as outlined in articles 10 and 232 of the Constitution of Kenya
7. Have ability to work in a multi – ethnic and multi – cultural environment with sensitivity and respect for diversity.
8. Understand the diversity, challenges and opportunities within the County
9. Be a visionary and strategic thinker, proactive and results oriented
10. Have capacity to work under pressure to meet strict deadlines
11. Be committed to be part of the team that will enable the County Government achieve her vision
12. Satisfy the requirements of chapter six of the Constitution

HOW TO APPLY

Applicants should submit their applications together with copies of their detailed curriculum vitae, Academic and Professional certificates, testimonials and references, National Identity Card or Passport and clearance certificates indicating the position applied for on top of the envelop and addressed to:

**The County Secretary & Head of Public Service
County Government of Taita Taveta
P.O. Box 1066 – 80304
WUNDANYI
OR**

Hand delivered to the office of the County Secretary located at office of the Governor, Mwatate.

IMPORTANT INFORMATION

1. Candidates **MUST** clearly indicate the position being applied for by quoting the relevant portfolio
2. Candidates **MUST** attach a clear copy of their national identity card or valid passport.
3. Applicants **MUST** attach copies of academic, professional, and other relevant testimonials.
4. Youth, women and persons with special needs are encouraged to apply.
5. Candidates found canvassing will automatically be disqualified.
6. Applicants are required to obtain the following documents from the relevant institutions to meet requirements of chapter six of the Constitution of Kenya
 - i. Tax Compliance Certificate from Kenya Revenue Authority (KRA)
 - ii. Clearance Certificate from Higher Education Loans Board (HELB)
 - iii. Clearance Certificate from Ethics and Anti – Corruption Commission (EACC)

- iv. Certificate of Good Conduct from the Directorate of Criminal Investigation (DCI)
- v. Clearance from Credit Reference Bureau (CRB)

The applications with copies of academic and professional certificates and other testimonials should reach the undersigned on or before Monday, 26th September, 2022.

COUNTY SECRETARY AND HEAD OF COUNTY PUBLIC SERVICE