



COUNTY GOVERNMENT OF MIGORI
P.O BOX 195-40400
SUNA

OFFICE OF THE COUNTY PUBLIC SERVICE BOARD

VACANCIES

Migori County Public Service Board wishes to recruit competent and qualified persons to fill the following vacant positions as per the Constitution of Kenya 2010 UNDER Article 176 and the County Government Act No. 17 of 2012 Sections 44 and 58

1. COUNTY EXECUTIVE COMMITTEE MEMBER: FOUR (4 POSTS) POST: Ref No. MCPSB / 174/2017

County Executive Committee Member for the following departments:

- Finance & Economic Planning
- Water and Energy
- Education, Youth Affairs, Culture and Social Services
- Trade, Industrialization, Tourism & Wildlife

2. DIRECTOR, INTERNAL AUDIT: ONE (1) POST: Ref No. MCPSB 175/2017

3. COUNTY DIRECTOR OF MEDICAL SERVICES ONE (1) POST: Ref No. /176/2017

Terms of Services: Contract/Permanent

For detailed information log on to www.migori.go.ke

HOW TO APPLY:

1. All applications should be submitted in a sealed envelope clearly marked on the top left side indicating the reference number for position applied for and addressed to:
**The Secretary/CEO
Migori County Public Service Board
P.O Box 365- 40400 Migori- Suna**
2. Hand delivered applications should be dropped at the offices of the Migori County Public Service Board located at Msomi Teachers' College in Migori.
3. All applications should reach the Secretary/CEO Migori County Public Service Board on or before Friday 21st February, 2017.
4. Shortlisted candidates will be required to produce their original identity cards, academic and Professional certificates and testimonials.
5. For candidates to meet the requirements of chapter six of the Constitution of Kenya 2010, applicants must obtain the following clearance:
 - ❖ Tax compliance certificate from KRA
 - ❖ Clearance certificate from HELB
 - ❖ Clearance certificate from Ethics and Anticorruption Commission (EACC)
 - ❖ Certificate of good conduct from Criminal Investigation Department

N/B

- Women, People With Disabilities(PWD's) and Marginalized Groups are encouraged to apply,
- Canvassing in any form will lead to automatic disqualification;

Migori County Public Service Board is **AN EQUAL OPPORTUNITY EMPLOYER.**

REPUBLIC OF KENYA



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County Executive Committee Member for the following departments:

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The County Executive Committee Member (CECM) shall be accountable to H.E the Governor and will be in charge of one of the County Departments as may be assigned by H.E. the Governor

(a) Duties and Responsibilities

- To supervise the administration and delivery of services in the respective departments of the county government and all decentralized units and agencies in the county.
- Implement county legislation.
- Implement, within the county, national legislation to the extent that the legislation so requires.
- Manage and coordinate the functions of the county administration and its departments.
- Provide the county assembly with full and regular reports on matters relating to the county.
- Advise the Governor on matters within his/her area of jurisdiction.
- Any other duties as may be assigned by H.E the Governor or County Legislation

(b) Requirements for Appointment

- Be a Kenyan citizen;
- Be a holder of at least a Bachelor degree in any of the following disciplines Policy/Economics/ Commerce/Investment/Law/Engineering/Finance and Business Administration/Natural Resources or an equivalent from a university recognized in Kenya;
- Possession of a Masters degree in Public Administration will be an added advantage;

- Demonstrate a thorough understanding of County Development objectives and plans and Vision 2030;
- Have a knowledge, experience and a distinguished career of not less than 10 years in management and or/service industry, three of which must have been gained in senior management position;
- Be strategic thinker and result oriented;
- Demonstrate a thorough understanding and commitment to the values and principles as outlined in the Articles 10 and 232 of the constitution of Kenya 2010;
- Proof of registration with the relevant professional body will be an added advantage;
- Proficiency in computer applications;
- Satisfy the requirements of Chapter six of the Constitution on Leadership and Integrity

(c) Terms of Service: Contract

2. DIRECTOR, INTERNAL AUDIT: ONE (1) POST: Ref No. MCPSB 175/2017

Reporting to the County Audit Committee, the Director Internal Audit will be responsible for advising the County management on risks and the adequacy of internal control systems.

(a) Duties and responsibilities

1. Reviewing the existing internal control systems, manuals and procedures and advising the management accordingly;
2. Carrying out independent assessments of development operational risks to ensure efficient and effective use of county resources;
3. Assessing compliance with county policies, procedures and regulations;
4. Developing and implementing audit plans, programs and tests ;
5. Assisting in ensuring efficient use of county accounting assets and safeguarding against loss;
6. Preparation of periodical reports for the county audit committee regarding the reliance of existing internal control systems;
7. Any other duties that may be assigned from time to time.

(b) Requirements for Appointment

1. Be a Kenyan citizen;
2. Be a holder of Bachelors Degree in Commerce, Accounting, Finance or Business Administration from a recognized university;
3. Masters degree in Business Administration is an added advantage;
4. Certified Public Accountants CPA(K) or its equivalent professional qualifications from a recognized Institution;
5. Must be a member of Institute of Certified Public Accountants (ICPAK);
6. At least five (5) years experience in audit function at a senior management level;
7. Demonstrate a high degree of professional competence in managing internal audit functions;
8. Proficiency in the use of word processing and spreadsheet software, word and excel;
9. Satisfy the requirements of Chapter Six of the Constitution of Kenya 2010.

(c) Terms of Service: Contract/Permanent

3. COUNTY DIRECTOR OF MEDICAL SERVICES ONE (1) POST: Ref No. /176/2017

(a) Duties and Responsibilities

1. County Principal Advisor on Medical and Public Health Matters
2. Provide technical advice to the Executive Committee, and as appropriate work with other County Departments and Agencies, Health Practitioners and Partners on Public health issues
3. Development, implementation and review of sector Strategic Plans and budgets
4. General administration and coordination of medical and public health services in the County
5. Leading and supporting the initiation, development and implementation of County Health Policies including Health Promotion, disease prevention, emergency planning, Health protection, Environmental health and Health care delivery.
6. Providing Programmatic and technical leadership in design, analysis and synthesis of health programmes for the County Government
7. Providing Leadership in early detection of and effecting well coordinated response by the County Government to disease outbreaks
8. Providing Leadership in monitoring and evaluation for health and reporting performance of overall health sector
9. Provide Leadership and Strategic direction to ensure health programs and projects achieve planned goals, objectives and targets
10. Ensure patient safety and improve health care by setting health care standards and quality assurance
11. Overseeing and monitoring of performances of sub-counties health services
12. Timely development of quality technical medical and public health reports
13. Any other duties as shall be assigned by the County Chief Officer of Health services

(b) Requirement for Appointment

1. Be a Kenyan citizen
2. A Bachelors degree in Medicine and Surgery (MBChB) or equivalent qualification from a recognized University.
3. A Masters degree in Medicine, Public Health, Health Services Management or its equivalent degree from a recognized University
4. At least ten (10) years of relevant experience in the Management of Health Services, five (5) of which should have been at a senior position in public or private sector or international organization
5. Relevant post graduate studies on Management and Administration
6. Been Registered with Kenya Medical Practitioners and Dentists Board and have current Practicing license
7. Demonstrate leadership Skills and expertise in Strategic Program planning, implementation and Policy Development
8. Experience in managing multiple partners and donors in support of health programs
9. Experience in obstetric gynecology shall be an added advantage
10. Be a team player with excellent interpersonal communication skills
11. Must fulfill the provisions of chapter six(6) of the constitution of Kenya 2010

(c) Terms of Service: Contract/Permanent

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