



**REPUBLIC OF KENYA  
COUNTY GOVERNMENT OF MARSABIT  
P.O. BOX 384-60500,  
Marsabit**



---

**ADVERTISEMENT**

**DECLARATION OF VACANCIES - COUNTY PUBLIC SERVICE BOARD**

Pursuant to the provisions of the County Government Act. No 17 of 2012 and as captured under Section 18 of the County Governments (Amendment) Act 2020, the Marsabit County Public Service Board Selection Panel wishes to consider applications from suitably qualified, result oriented and motivated Kenyan Citizens for the appointment of the following position;

**CHAIRPERSON- PUBLIC SERVICE BOARD (1 POSITION)**

**Terms of Service:** Non-renewable term of six years.

**Salary:** As prescribed by the Salaries and Remuneration Commission (SRC)

**DUTIES AND RESPONSIBILITIES**

- i. Chair meetings of the Board
- ii. Oversee the Board's role in the appointment of persons to the County Public Service including the Boards of cities and urban areas.
- iii. Guide the Board in exercising disciplinary control over and removal of persons holding or acting in those offices as provided for under this part
- iv. Prepare regular reports for submission to the County Assembly on the execution of the functions of the Board
- v. Promote the County Public Service values and principles referred to in Articles 10 and 232 of the Constitution of Kenya, 2010
- vi. Advise the County Government on human resource management and development
- vii. Advise the County Government on implementation and monitoring of the national performance management system in the County.
- viii. Make recommendations to the Salaries and Remuneration Commission on behalf of the County Government on the remuneration, pension and gratuities for county public service employees.

## **REQUIREMENTS AND COMPETENCIES**

- i. Be a holder of a degree from a university recognized in Kenya (A Master's degree or higher qualification will be an added advantage)
- ii. Have knowledge and work experience of not less than ten (10) years in administration and management
- iii. Be a professional who demonstrates absence of breach of the relevant professional code of conduct
- iv. Not hold Public or State office
- v. Must satisfy the requirements of Chapter 6 of the Constitution of Kenya, 2010 on Leadership and Integrity
- vi. Has not, at any time within the preceding five years, held office, or stood for election as— (a) A member of Parliament or of a county assembly; or (b) A member of the governing body of a political party;
- vii. Has not at any time been – (a) a candidate for election as a member of Parliament or of a county assembly; (b) the holder of an office in any political organization that sponsors or otherwise supports, or has at any time sponsored or otherwise supported, a candidate for election as a member of Parliament or of a county assembly
- viii. Understands and is willing to promote the diversity within the County
- ix. Be conversant with the Constitution of Kenya, and Devolution Laws;
- x. Be capable of working under pressure to meet strict deadlines.
- xi. Be a visionary and strategic thinker
- xii. Have thorough knowledge of the structural, legislative and regulatory framework of the public service.
- xiii. A Certificate in Management Course lasting not less than four (4) weeks or equivalent qualification from a recognized institution is added advantage.
- xiv. Meet other requirements as per Section 58 of the County Government Act and other relevant law

## **MEMBER – COUNTY PUBLIC SERVICE BOARD - FIVE (5) POSTS**

**Terms of Service:** Non-renewable term of six years.

**Salary:** As prescribed by the Salaries and Remuneration Commission (SRC)

### **Duties and Responsibilities**

- i. Establish and abolish offices with the Board in the County Public Service
- ii. Appoint persons to hold or act in offices in the County Public Service, including in the Boards of cities and urban areas within the county and to confirm appointments;
- iii. Exercise disciplinary control over, and remove, persons holding or acting in the public service;
- iv. Prepare regular reports for submission to the County assembly on the execution of the functions of the Board;
- v. Promote in the county public service values and principles;
- vi. Evaluate and report to the county assembly on the extent to which the values and principles of the public service are compiled;

- vii. Facilitate the development of coherent, integrated human resource planning and budgeting for personnel emoluments in the county government;
- viii. Advise the county government on human resource management and development;
- ix. Advise county government on implementation and monitoring of the national performance management system in the County;
- x. Make recommendations to the salaries and Remuneration Commission, on behalf of the county government, on the remuneration, pensions and gratuities for county public service employees.

### **Requirements for Appointment.**

- i. Be a Kenyan citizen;
- ii. Be a holder of a first degree from a recognized university in Kenya;
- iii. Have knowledge, experience and a distinguished career of not less than eight (8) years in a senior position and in management, administration in the Public Service or Private Sector;
- iv. A master's degree from a university recognized in Kenya will be an added advantage;
- v. Have demonstrable leadership and management capacity including knowledge of public service management and strategic people management;
- vi. Be conversant with the Constitution of Kenya, and Devolution Laws;
- vii. Have ability to work in a multi-ethnic environment with sensitivity and respect to diversity;
- viii. Have capacity to work under pressure to meet deadline;
- ix. Demonstrate understanding and commitment to the national values and principles of governance as outlined in the articles 10 and 232 of the Constitution of Kenya 2010;
- x. Be a strategic thinker and result oriented;
- xi. Satisfy the requirements of Chapter Six of the Constitution of Kenya 2010 on Leadership and integrity;

### **How to Apply**

Interested and qualified persons are requested to make their applications, together with copies of their detailed curriculum Vitae, Academic and Professional Certificates, Testimonials, National Identity card or Passport, in a plain and sealed envelope clearly marked "Application for the Member and/or Chair Person of the Board for the County Public Service Board on the envelope.

The applications should be addressed to;

**The Chairperson,  
Marsabit County Public Service Board Selection Panel  
P.O. Box 384-60500  
Marsabit**

Marsabit County is an equal opportunity employer. Women, Youth, and People Living with Disability are encouraged to apply. Applications should be received on or before **Thursday, 12<sup>th</sup> June, 2025 at 5:00 P.M.** Only shortlisted candidates will be contacted