

REPUBLIC OF KENYA



COUNTY GOVERNMENT OF KILIFI

COUNTY PUBLIC SERVICE BOARD

VACANCIES ANNOUNCEMENT

The Kilifi County Public Service Board wishes to recruit competent and qualified persons to fill the following positions.

Department of Lands, Energy, Housing and Physical Planning

1. Director Lands, Surveys & Geo-Informatics & Valuation J/G 'R' (1 Post) REF: CG/KLF/CPSB/ADVRT/01/01/19

Duties and responsibilities

- Preparation and implementation of strategic and annual work plans for the Directorate
- Preparation of budget and procurement plans
- Preparation of periodic reports as required
- Preparation of a database of all public land in the County in collaboration with National Land Commission
- Overseeing Topographical, Cadastral , Engineering ,Re-establishment and general surveys
- Estimating and Costing of survey projects
- Overseeing digitalization of land and survey projects
- Management of staff working in the Directorate
- Provide leadership in the County property management
- Responsible for acquisition of County properties
- Undertake Valuation of County properties
- Any other duty as assigned by the Chief Officer.

Requirements for Appointment

- Bachelor's degree from a University recognized in Kenya in any of the following disciplines:-Land Surveying and Photogrammetric , Geomatic Engineering , Technology in Geomatic , Geospatial Engineering , Philosophy in Technology (survey)/Real Estate/ Land Administration /Land Economics.
- Masters degree from a University recognized in Kenya in any of the following disciplines:-Land Surveying and Photogrammetric , Geomatic Engineering ,

Technology in Geomatics, Geospatial Engineering, Philosophy in Technology (survey)/Real Estate/ Land Administration /Land Economics.

- Minimum Ten (10) years of work experience.
- Membership of the Institution of Surveyors of Kenya (ISK)
- Certificate in Geographical Information System (GIS)

Terms of service: Permanent/Contract

Salary Scale: 118,290 – 157,160 p.m.

Other Allowances are as issued by SRC from time to time.

Department of Trade, Tourism and Cooperative Development

1. Weights and Measures Officer II J/G 'J' (1 post) REF: CG/KLF/CPSB/ADVRT/02/01/19

Duties and Responsibilities

- Testing and Stamping Mechanical and Electronic Weighing and Measuring equipment
- Collecting data of verified equipment
- Sampling of pre-packed goods for quantitative analysis
- Preparing testing equipment for Inspection and investigation purposes
- Giving evidence in court on cases arising from inspection and investigation on infringement of the Weights and Measures Act and Trade Description Act.

Requirement for Appointment

For appointment for this grade, a candidate must have:-

- Bachelor's degree in any of the following disciplines: - Physics, Mathematical, Legal Metrology, Inspection or Communication Technology, Engineering (Mechanical/Electrical / Electronic) or equivalent qualification from a recognized Institution.
- Certificate in Computer Application from a recognized Institution.

Terms of service: Permanent

Salary Scale: 29,190 - 34,440 p.m.

Other Allowances are as issued by SRC from time to time

2. Weights and Measures Assistant III J/G 'H' (2 Posts) REF: CG/KLF/CPSB/ADVRT/03/01/19

Duties and Responsibilities

- Testing, stamping, sealing, adjusting and balancing of weights and verified weighing and measuring and measuring equipment.
- Will also be responsible for preparing and disseminating publicity materials for fair Trade and Exhibition notices of advertised stamping stations.

Requirements for Appointment:-

To qualify for this grade, a candidate must have:-

- A Diploma in any of the following disciplines: Instrumentation, Computer Science, Information and Communication Technology (ICT) Legal Metrology Engineering (Mechanical /Electrical/Electronic or equivalent qualification from recognized institution.
- Certificate in Computer Application from recognized institution

Terms of service: Permanent

Salary Scale: 23,780 - 29,190 p.m.

Other Allowances are as issued by SRC from time to time

Department of Education and ICT

1. Youth Polytechnic Instructors J/G 'H' (26 Posts) REF: CG/KLF/CPSB/ADVRT/04/01/19

Fashion and Design – 12 Posts

Metal Processing – 1 Post

Motor Vehicle Mechanics – 4 Posts

Hair Dressing – 7 Posts

Refrigeration – 1 Post

Leather Work – 1 Post

Duties and Responsibilities

- Theoretical and practical instruction of trainees in the specified area of specialization
- Preparing and maintaining professional documents including schemes of work, lesson plans, lesson notes, trainee records, teaching and learning material, carrying out trainee assessment
- Ensuring proper care and maintenance of tools and equipment
- Conducting co- curricular activities
- Maintaining trainee discipline and guiding and counseling trainees.

Requirements for Appointment

- Diploma in any of the following disciplines: Clothing, Fashion Design and Technology, Leather Technology/Foot ware, Refrigeration and Air Conditioning, Hair dressing and Beauty Therapy, Mechanical Engineering, Plumbing and Metal Processing or its equivalent qualifications from a recognized institution.

Terms of service: Permanent

Salary Scale: 23,780 - 29,190 p.m.

Other Allowances are as issued by SRC from time to time

Department of Health Services

1. Assistant Physiotherapist III J/G H (4 Posts) REF: CG/KLF/CPSB/ADVRT/05/01/19

Duties and Responsibilities

This will be the entry and training grade into this cadre. An officer at this level will work under the guidance of a senior officer.

Specific duties and responsibilities will involve:-

- Providing Physiotherapy service to inpatients and outpatients at an outpatient unit/ ward/ health institution Assessing patient needs including rehabilitation
- Verifying and maintaining information and records relating to patients; screening, assessing and providing therapeutic exercises, manual therapy, electrotherapy and hydrotherapy as per the patients/ clients formulated treatment plan; collecting data for operational research sensitizing the community on Physiotherapy issues
- Preparing periodic reports.

Requirements for Appointment

For appointment to this grade a candidate must have:-

- Diploma in Physiotherapy from a recognized institution;
- Certificate of Registration from the Physiotherapy Council of Kenya (PCK);
- Current Certificate of practice from Physiotherapy Council of Kenya (PCK); and
- Certificate in any Computer Application skills.

Terms of service: Permanent

Salary Scale: 23,780 - 29,190 p.m.

Other Allowances are as issued by SRC from time to time

2. Orthopedic Technologist III J/G 'H' (1 Post) REF: CG/KLF/CPSB/ADVRT/06/01/19

Duties and responsibilities

- Prevention of Orthopedic Technology services which entails designing, fabrication, fitting and maintenance of orthopedic appliances that are required in health institutions
- Assess patient's needs, verify and maintain information relating to patients, order and maintain records of supplies.

Requirements for appointment

- Kenya Certificate of Secondary Education (KCSE), grade C and above or its equivalent with credit passes in the relevant subjects.
- Diploma in orthopedic Technologists or an equivalent approved qualification from a recognized institution
- Membership certificate from the national professional Association
- Skills to communicate effectively with patients and colleagues

Terms of service: Permanent

Salary Scale: 23,780 - 29,190 p.m.

Other Allowances are as issued by SRC from time to time

3. Public Health Assistant III J/G 'G' (1 Post) REF: CG/KLF/CPSB/ADVRT/07/01/19

Duties and responsibilities

- Mobilizing, sensitizing and advising communities on matters related to environmental health
- Referring health cases to relevant health facilities
- Identifying environmental health issues at household level
- Organizing community health days to advise communities on common public health issues
- Collecting and maintaining up to date records of service rendered.

Requirements for appointment

- Certificate in Environmental Health Science or Public Health Technology from a recognized institution
- Certificate in computer application skills from a recognized institution.

Terms of service: Permanent

Salary Scale: 20,800 - 25,860 p.m.

Other Allowances are as issued by SRC from time to time

For candidates to meet the requirements of Chapter Six of the Constitution of Kenya, all applicants must obtain the following:

- (a) Tax compliance certificate from KRA
- (b) Clearance certificate from HELB
- (c) Clearance certificate from Ethics and Anti- Corruption Commission (EACC)
- (d) Certificate of good conduct (DCC)
- (e) Credit Reference Bureau clearance

Interested candidates who meet the set criteria **MUST** use the Application for Employment Form (KCPSB 001) and attach copies of ID, CV, academic/ professional certificates and testimonials.

The form can either be;

- Obtained from the Kilifi County Public Service Board Offices **OR**
- Downloaded from the Kilifi County website

Applicants can choose to;

- Deliver the form to the Office of the Secretary; County Public Service Board at the Kilifi Complex Centre, Tuskys Building 2nd Floor

- Address it to;-

**THE SECRETARY, COUNTY PUBLIC SERVICE BOARD
KILIFI COUNTY GOVERNMENT
P.O BOX 491-80108
KILIFI**

All applications in hard copy stating the post applied for should be received not later than 5.00pm on 14th day of February, 2019.

Kilifi County is an equal opportunity employer hence encourages women and physically challenged persons to apply.

Note:

- Only shortlisted and successful candidates will be contacted.
- Canvassing will lead to automatic disqualification.