



COUNTY GOVERNMENT OF THARAKA NITHI COUNTY PUBLIC SERVICE BOARD



VACANCIES FOR THE POST OF CHIEF OFFICERS

10-02-2025

Section 45 of the County Government Act, 2012, mandates the County Public Service Board to recommend to the Governor persons for nomination and appointment as Chief Officer. Pursuant to this County Government provision, the County Public Service Board invites applications from suitably qualified persons who wish to be considered for the available **eight (8) positions** of County Chief Officers.

Requirements for Appointment:

For appointment to this position, a candidate should:

- a) Be a citizen of Kenya;
- b) Hold a degree from a university recognized in Kenya;
- c) Have at least five years of relevant professional and leadership experience from the Public or Private Sector**
- d) Possess general knowledge of the organization and functions of Government;
- e) Demonstrate an understanding of the goals, policies and developmental objectives of the nation;
- f) Have demonstrable leadership and management capacity including knowledge of Financial Management and Strategic People Management; and
- g) Meet the requirements of Chapter Six of the Constitution on Leadership and Integrity.

Duties and Responsibilities

- a) General Administration and Coordination of the County Department
- b) Initiating, Developing and implementing Policies for the effective delivery of Service by Departments
- c) Developing and implementing Departmental Strategic Plans
- d) Promoting and Ensuring compliance with National values and Principles of good governance
- e) Determining, managing and developing department's workforce including implementation and monitoring of performance management systems
- f) Overseeing management of finances, preparation of Budget Estimates, annual work plans and programmes
- g) Promoting the values and principles spelt out in Articles 10 and 232(1) of the Constitution of Kenya, 2010 in the operations of the County Departments

Terms of Service

- a) A Chief Officer will serve on contract as determined by the appointing Authority.
- b) The gross monthly salary and benefits attached to this position will be as determined by the Salaries and Remuneration Commission(SRC).

Integrity Clearance

Successful applicants are expected to get clearance from the following bodies.

- i. Kenya Revenue Authority (KRA)
- ii. Credit Reference Bureau (CRB)
- iii. Higher Education Loans Board (HELB)
- iv. Ethics and Anti-Corruption Commission (EACC)
- v. Directorate of Criminal Investigation (DCI)

How to Apply

Each application should be accompanied by a detailed curriculum vitae, copies of relevant academic and professional certificates and transcripts, National Identity Card or Passport, testimonials, and other relevant supporting documents. All applications should be marked “Application for the position of Chief Officer” and submitted in a sealed envelope addressed as below or be hand-delivered to the Tharaka Nithi County Public Service Board Office located in **Kathwana** on or before **3rd March 2025** by **5.00 pm**.

Women, minorities, the marginalized and persons living with disability are encouraged to apply. Serving Chief Officers will be required to apply

**THE SECRETARY
COUNTY PUBLIC SERVICE BOARD
THARAKA NITHI COUNTY
P.O. BOX 10-60406
KATHWANA**