



THE COUNTY GOVERNMENT OF WEST POKOT

When replying please quote
Our Ref: **WPC/CPSB/ADV/CO/8/25**

P.O. BOX 577 - 30600
KAPENGURIA

COUNTY PUBLIC SERVICE BOARD

8th August, 2025

DECLARATION OF VACANCIES

Pursuant to the provision of County Government Act , No. 17 of 2012 section 45, the West Pokot County Public Service Board wishes to consider applications from highly qualified results-oriented and self-motivated Kenyan citizens for appointments to the following positions:-

CHIEF OFFICERS – JG ‘S’ (14 POSTS)

1. Finance and Economic Planning
2. Health and Sanitation
3. Education and Early Childhood Development
4. Vocational and Technical Training
5. Agriculture, Livestock, Irrigation and Fisheries
6. Water and Natural Resources
7. Lands, Housing and Physical Planning
8. Roads, Transport and Public Works
9. Public Service Management, Administration Devolved Units, and ICT
10. Trade, Co-operative Development, Industries and Energy
11. Culture, Tourism, Heritage and Social Services
12. Sports and Youth Affairs
13. Executive Office of the Governor
14. Special Programmes, Humanitarian Co-ordination and Disaster Management.

The Chief Officer shall be the Authorized and Accounting Officer in a specific department and shall be responsible to the County Executive Committee Member.

Duties and Responsibilities

- The County Chief Officer shall be the authorised officer in respect of the exercise of delegated power in the respective department and shall be responsible to the County Executive Committee Member.
- Implementation of County Executive Committee resolutions as as guided by the Executive Committee Member
- Developing and providing strategic direction for effective service delivery
- Promoting the realization of County Integrated Development Plan
- General administration and co-ordination of the respective County department assigned

- Formulation and implementation of effective programs to attain vision 2030 and sectorial goals, as stated in the agenda of the County Administration
- Development and implementation of policies and regulations
- Providing strategic policy direction for effective service delivery
- Ensuring compliance with the National Values and Principles of good governance as outlined in Articles 10 and 232 of the Constitution of Kenya.
- Overseeing management of finances, preparation of budget estimates, annual work plans and programmes.
- Be in charge of the human resource in the department
- Implementation and monitoring of performance management systems.
- Performing any other duties as may be assigned from time to time.

Requirements for Appointment

Be a Kenyan citizen:-

- Have a Bachelor's degree in a relevant field from a university recognized in Kenya
- Possession of a Master's degree in a relevant field will be an added advantage.
- Member of a relevant professional body will be an added advantage.
- Have vast knowledge and experience of at least 5 years in the relevant field.
- Be conversant with the constitution of Kenya and all the devolution laws
- Demonstrate through understanding of county development objectives and vision 2030
- Be a strategic thinker and result oriented.
- Have excellent communication, organizational and interpersonal skills.
- Have capacity to work in a multi-ethnic environment with sensitivity and respect for diversity.
- Satisfies the requirement of Chapter Six of the Constitution.
- Demonstrate understanding and commitment to the values and principles as outlined in Articles 10 and 232 of the Constitution of Kenya
- Be computer Literate.

Terms of Service: Contract

Salary: As prescribed by SRC

NOTE: Applicants are required to get clearance from the following institutions to meet requirements of Chapter Six of the Constitution of Kenya:

- Kenya Revenue Authority
- Higher Education Loans Board
- Ethics and Anti-Corruption Commission
- Criminal Investigation Department
- Credit Reference Bureau

How to Apply

Applicants should submit their applications together with copies of their detailed curriculum Vitae, Academic and Professional Certificates, Testimonials, National Identity card or Passport, and Clearance certificates indicating the positions applied for on top of the envelope and addressed to ;-

Secretary/CEO County Public Board

West Pokot County

P.O Box 577 – 30600

KAPENGURIA

Hand delivered applications can be submitted at County Public Service Board Offices located at former Asal building next to Police Station

Applications should be received on or before **29th August 2025**.