

REPUBLIC OF KENYA



NAROK COUNTY GOVERNMENT

ADVERTISEMENT – VACANT POSITIONS IN THE NAROK COUNTY PUBLIC SERVICE BOARD

In line with Narok County Government commitment to value and promote transparency, accountability and full public participation in matters that directly impact on the delivery of its mandate and pursuant to the provisions of the Kenya Constitution, 2010, Articles 235 and the County Governments Act, 2012 (Section 56,57 and 58), the Selection Panel for the appointment of Chairperson and Members of the Narok County Public Service Board wishes to invite applications from competent and suitably qualified persons to fill the following positions:-

CHAIRPERSON, NAROK COUNTY PUBLIC SERVICE BOARD – ONE (1) POST

Terms of Service: A single non-renewable term of six (6) years.

Salary: As prescribed by SRC.

Duties and Responsibilities

As the Chairperson of the Board, you shall be responsible for the following duties and responsibilities as provided for under Section 59 of the County Government Act, 2012.

- i) Establish and Abolish offices in the County Public Service;
- ii) Appoint persons to Hold or Act in the Offices of 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 in those offices as provided for;
- 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 Board the Values and Principles referred to in Articles 10 and 232;
- vi) Evaluate and report to the County Assembly on the extent to which the Values and Principles referred to in Articles 10 and 232 are complied with in the County Public Service;
- vii) Facilitate the development of coherent, integrated Human Resource Planning and budgeting for personnel emoluments in the County;
- 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) Not be a state or public officer;
- iii) Be a holder of a Bachelor's Degree from a University recognized in Kenya;
- iv) Have knowledge and working experience of not less than ten (10) years;
- v) Satisfy the requirements of Chapter Six of the Constitution of Kenya 2010 on Leadership and Integrity;
- vi) Be a professional who demonstrates absence of breach of the relevant professional code of conduct;
- vii) Be visionary and strategic in approach;
- viii) Be a professional who demonstrates absence of breach of the relevant professional code of conduct;
- ix) Demonstrate a thorough understanding of and commitment to the values and principles outlined in Articles 10 and 232 of the Constitution of Kenya, 2010
- x) Demonstrate ability to work in a multi-disciplinary environment with sensitivity and respect for diversity.

MEMBER, NAROK COUNTY PUBLIC SERVICE BOARD – FIVE (5) POSTS

Terms of Service: A single non-renewable term of six (6) years.

Salary: As prescribed by SRC.

Duties and Responsibilities

As the Member of the Board, you shall be responsible for the following duties and responsibilities as provided for under Section 59 of the County Government Act, 2012.

- i) Establish and Abolish offices in the County Public Service;
- ii) Appoint persons to Hold or Act in the Offices of 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 in those offices as provided for;
- 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 Board the Values and Principles referred to in Articles 10 and 232;
- vi) Evaluate and report to the County Assembly on the extent to which the Values and Principles referred to in Articles 10 and 232 are complied with in the County Public Service;
- vii) Facilitate the development of coherent, integrated Human Resource Planning and budgeting for personnel emoluments in the County;
- 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) Not be a state or public officer;
- iii) Be a holder of a Bachelor's Degree from a University recognized in Kenya;
- iv) Have knowledge, experience and distinguished career of not less than five (5) years at a senior management level in public service or the private sector;
- v) Satisfy the requirements of Chapter Six (6) of the Constitution of Kenya, 2010.
- vi) Be a professional who demonstrates absence of breach of the relevant professional code of conduct;
- vii) Demonstrate a thorough understanding of and commitment to the values and principles outlined in Articles 10 and 232 of the Constitution of Kenya, 2010
- viii) Demonstrate ability to work in a multi-disciplinary environment with sensitivity and respect for diversity;

Interested and qualified persons are requested to make their applications in a plain and sealed envelope clearly marked "Application for the Position of Chairperson, Narok County Public Service Board" or Application for the Position of Member, Narok County Public Service Board" (as the case may be) on the envelop. Applications should be submitted on or before **2nd June 2026**.

Applications may be delivered in any one of the following ways:
1. The Post Office through ordinary or registered mail, addressed to: -

**The Chairperson
Selection Panel for the Selection of Chairperson and Members of the Narok County Public Service Board
P.O Box 898-20500
NAROK**

2. Hand delivered in a sealed envelope to:

**The Office of the County Secretary
Narok County Government Headquarters
P.O Box 898-20500
NAROK**

Only shortlisted and successful candidates will be contacted.

Persons living with disabilities, the marginalized and the minorities are encouraged to apply.

Shortlisted Candidates shall be required to produce original and copies of the following documents:

- National Identity Card.
- Academic and professional certificates and transcripts that are certified by the issuing institution.
- Current clearances from the following bodies: -
 - o Kenya Revenue Authority
 - o Higher Education Loans Board
 - o A registered Credit Reference Bureau
 - o Directorate of Criminal Investigations (Police Clearance Certificate).
 - o Self-declaration form duly stamped by the Ethics and Anti-Corruption Commission.

The Narok County Government is committed to availing equal employment opportunities to all Kenyans.