



**MAKUENI COUNTY PUBLIC SERVICE BOARD**  
**P.O BOX 49 – 90300 MAKUENI Tel: 020 2026751**  
**Email: cpsb@makueni.go.ke**  
**web: www.makuenipsb.go.ke**

### VACANCIES

#### **DEPARTMENT OF LANDS URBAN PLANNING & DEVELOPMENT ENVIRONMENT AND CLIMATE CHANGE – MAKUENI COUNTY SAND CONSERVATION AND UTILIZATION AUTHORITY**

The Makueni County Sand Conservation and Utilization Authority is established under Section 4 of the Makueni County Sand Conservation and Utilization Act, 2015. The object and purpose for which the Authority is established is to exercise general supervision and coordination over all matters relating to sand conservation and utilization and to be the principal instrument of the County Government in the implementation of all policies relating to sand as a natural resource.

Pursuant to Section 7(1) (c) as amended in 2022 and Section 7(6), the County Public Service Board invites applications from suitable and interested candidates to fill vacant positions in the Sand Authority Board.

#### **1. Board Directors – 3 posts**

**Terms of service: 3 year term renewable once**

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

#### **Requirements for appointment**

1. Must be a Kenyan Citizen
2. Possess a minimum of an undergraduate degree from a recognized university in the fields of environmental law, environmental science, natural resource management or relevant social science.
3. Experience in Board level management will be an added advantage.
4. Satisfy the requirements of Chapter Six of the Constitution of Kenya 2010 on Leadership and Integrity;
5. Is not a public or state officer;
6. Has a clear understanding of the legislative and policy framework governing the county public service



### **Duties and responsibilities**

The Board is responsible for Governance of the Authority as per Section 6 (2) of The Makueni Sand Conservation and Utilization Act, 2015. Other specific duties and responsibilities will be;

- (i) Formulating strategic policies and plans for the Authority;
- (ii) Regularly attend and participate in Board meetings;
- (iii) Serving in committees or taskforces and taking on special assignments where applicable;
- (iv) Working with the Chairperson and other Board Directors to ensure the Board resolutions are implemented;
- (v) Representing the authority to stakeholders
- (vi) Reading, reviewing and making decisions on requests with regards to Board's policies, plans, minutes and other reports tabled before it;
- (vii) Promoting National Values and Principles spelt out in Articles 10 and 232 of the Constitution of Kenya; and
- (viii) Performing any other duty as maybe assigned by the Chairperson of the Board from time to time.

### **HOW TO APPLY**

Written applications enclosing current Curriculum Vitae, copies of academic and professional certificates, birth certificate and ID card clearly indicating the position applied for on the **ENVELOPE** should be submitted in a sealed envelope and addressed to:

**The Secretary/CEO  
Makueni County Public Service Board  
P.O. Box 49 - 90300  
MAKUENI**

Or delivered by hand at the reception desk at Makueni County Public Service Board Offices located past Makueni Girls, Opposite Wote Technical Training Institute to be received on or before **Friday, 19<sup>th</sup> May, 2023**.

### **NOTE:**

- (i) The Job Application Form (revised 2022) can be downloaded from the County Public Service Board website; [www.makuenipsb.go.ke](http://www.makuenipsb.go.ke)
- (ii) Shortlisted candidates will be required to obtain clearance from the following Institutions and the clearance certificates **must** be produced during the interviews;
  - The Criminal Investigation Department (CID).
  - Credit Reference Bureau (CRB)
  - The Higher Education Loans Board (HELB).
  - The Kenya Revenue Authority (KRA).





- The Ethics and Anti-Corruption Commission (EACC)
- (iii) Only shortlisted candidates will be contacted.
- (iv) Canvassing in any form will lead to automatic disqualification.
- (v) Shortlisted candidates will be required to produce their original National Identity card, birth certificate, academic and professional certificates and testimonials at the interview.
- (vi) The Makueni County Government is an equal opportunity employer; **Youth, Women, Persons with Disabilities and other disadvantaged persons** are encouraged to apply.
- (vii) Affirmative action as stipulated in the constitution shall be applied.
- (viii) **The Board does not charge a fee at any stage of the recruitment process. Payment of any form of fee will lead to automatic disqualification.**

  
  
Secretary/CEO **P. O. Box 49 - 90300,**  
**MAKUENI COUNTY PUBLIC SERVICE BOARD**