

**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**

Makueni County Public Service Board is a body corporate established under Section 57 of the County Governments Act 2012 whose mandate includes appointing persons to hold or act in the offices of County Public Service.

In order to strengthen the capacity of the Public Service, the Board wishes to recruit competent and qualified persons to fill the following positions as per Section 59 of the County Governments' Act 2012.

**LANDS, URBAN PLANNING AND DEVELOPMENT, ENVIRONMENT
AND CLIMATE CHANGE (WOTE AND EMALI-SULTAN HAMUD
MUNICIPALITIES)**

1. Principal Physical Planner (2 Positions)**Terms of Service: Permanent and pensionable****Salary: Job Group "N"**

Salary Scale: Ksh. 56,370 x 2,750 – 59,120 x 2,920 – 62,040 x 3,080 – 65,120 x 3,440 – 68,560 x 3,590 – 72,150 x 3,790 – 75,940 x 3,800 – 79,740 x 3,810 – 83,550 x 3,810 – 87,360p.m

Duties and Responsibilities

1. Initiating, preparing and monitoring the implementation of County and local physical and Land Use development plans;
2. Providing advice on development applications and development control matters;
3. Implementing and providing feedback on physical and land use planning guidelines and standards;
4. Managing physical and land use planning data;
5. Preparing action plans for specific projects such as residential housing schemes, shopping centers, industrial estates and recreational facilities;
6. Undertaking thematic regional studies on matters relating to physical and land use planning;
7. Preparing annual state of physical planning reports on county and local physical development plans;
8. Set agenda and convene physical planning liaison committee meetings;



9. Keeping record of deliberations and communicate decisions of the physical planning liaison committees; and
10. Management of physical and land use planning data.

Requirements for Appointment

For appointment to this grade, an officer must: –

1. Be a Kenyan citizen;
 2. Have a bachelor's degree in any of the following disciplines: Urban and Regional Planning, Urban Planning or Town Planning from a recognized institution.
 3. Be a corporate member of Kenya Institute of Planners or Architectural Association of Kenya (Town Planning Chapter);
 4. Be registered by the Physical Planners Registration Board.
 5. Have a certificate in computer applications from a recognized institution;
 6. Certificate in senior management course lasting not less than four weeks from a recognised institution will be an added advantage; and
 7. Have a minimum of 9 years' experience in Physical Planning.
- 2. Superintending Engineer (Civil) (2 Positions)**
Terms of Service: Permanent and Pensionable
Salary: Job Group "N"
Salary Scale: Ksh. 56,370 x 2,750 – 59,120 x 2,920 – 62,040 x 3,080 – 65,120 x 3,440 – 68,560 x 3,590 – 72,150 x 3,790 – 75,940 x 3,800 – 79,740 x 3,810 – 83,550 x 3,810 – 87,360p.m

Duties and Responsibilities

1. Ensuring that statutory regulations and safety rules are fully implemented and followed;
2. Coming up with technical drawings as per work request;
3. Verifying accuracy of materials and equipment;
4. Maintaining tools and equipment inventory;
5. Planning and carrying out scheduled and non-scheduled maintenance on cooling towers, roads, building and other civil structures;
6. Ensuring housekeeping and maintenance of work areas adhere to set safety standards;
7. Making sure the equipment and tools are serviced and maintained to operating standards;
8. Raising purchase requests in the plant maintenance and management system;
9. Raising notifications, creating, confirming, and completing work orders in the
10. Plant Maintenance Management System;
11. Complying with relevant ISO standards;
12. Maintaining all civil as-built drawings and manuals in good order; and
13. Reviewing internal project blueprints and structural specifications to determine dimensions of structure or system and material requirements.

Requirements for appointment: –

1. Bachelor's degree in civil engineering or its equivalent qualification from a recognized institution.
2. Been registered by Engineers Registration Board of Kenya.



3. Current valid annual Practicing License from the Engineers Registration Board of Kenya.
4. Member with the Institution of Engineers of Kenya (IEK);
5. Attended a Project Development and Management Course lasting not less than four (4) weeks from a recognized institution will be an added advantage;
6. Certificate in computer application skills;
7. Have a minimum of 9 years' experience in the Engineering Field (Civil);
8. Certificate in senior management course lasting not less than four weeks from a recognised institution will be an added advantage

**DEPARTMENT OF INFRASTRUCTURE, TRANSPORT, PUBLIC WORKS,
HOUSING AND ENERGY**

3. Engineer one (1) – Electrical (Building Services) (1 Post)

Job Group 'L' (1 Post)

Terms of Service: Permanent and Pensionable

Salary Scale: KShs. 44,400 x 1,920 – 46,320 x 2,000 – 48,320 x 2,290 – 50,610 x 2,350 – 52,960 x 2,550 – 55,510 x 2,850 – 58,360 x 2,750 – 61,110 p.m.

Duties and Responsibilities

1. Planning and designing electrical services to buildings and external systems;
2. Preparation of specifications and bills of quantities for building electrical services as well as for generators/electrical plants, solar lights;
3. Assisting in tender evaluation; and Supervising electrical contractors carrying out electrical works contracts as a project manager;
4. Design of electrical/Electronic engineering services in government buildings and construction works;
5. Repair and maintenance of electrical/electronic installations in waterworks, offices, workshops, conference complexes and other county government facilities;
6. Planning, controlling and coordinating electrical and electronic designs for County Government buildings and construction works;
7. Repair and maintenance of electrical/electronic installations in County Government institutions;
8. Checking and recommending for approval of engineering consultants' designs;
9. Evaluating, certifying and recommending fee submitted by consultants;
10. Co-ordination of improvements of electrical and electronic services;
11. Lightning protection of County Government installations;
12. Coordination of design, supervision of construction and maintenance of County Government buildings, civil and other public works;
13. Responsible for research activities, administration and supervision of all staff working under him/her; and
14. Any other duties as may be assigned by the Supervisor.



Requirements for Appointment:

1. Be a Kenyan Citizen;
2. A Bachelor's degree in Electrical Engineering or equivalent and relevant qualification from a recognized institution;
3. At least five (5) years' experience in a relevant building services' electrical engineering;
4. Ability to utilize Computer Applications for planning and documenting electrical services; and
5. Be registered by Engineers Registration Board of Kenya as a Graduate Engineer (EBK).

4. Renewable Energy Officer I (1 Post)**Job Group 'K'****Terms of Service: Permanent and Pensionable**

Salary Scale: KShs. 39,700 x 1,470 – 41,170 x 1,520 – 42,690 x 1,710 – 44,400 x 1,920 – 46,320 x 2,000 – 48,320 x 2,290 – 50,610 x 2,350 – 52,960 p.m.

Duties and Responsibilities

1. Undertake design for Solar PV systems;
2. Identifying and assessing renewable energy sources and energy conservation measures in the County and quantifying them for feasibility;
3. Enforcing site supervision standards for renewable energy projects i.e. solar, wind and biomass;
4. Formulation and implementation of policies and institutional framework for renewable energy and energy conservation projects;
5. Overseeing promotion of community education and awareness programmes on all matters relating to renewable energy and energy conservation;
6. Preparation and coordination of departmental strategic and action plans, quarterly and annual reports;
7. Checking quarterly progress reports submitted from Sub-Counties and recommending appropriate action;
8. Planning, coordinating, organizing and controlling activities in renewable energy section;
9. Carrying out monitoring and evaluation of renewable energy and energy conservation projects; and
10. Any other duties as may be assigned by the Supervisor.

Requirements for Appointment

1. Be a Kenyan Citizen;
2. Bachelor's Degree in Energy Engineering, Renewable Energy, Environment and Climate Change, Energy Conservation or equivalent and relevant qualification from a recognized institution;



3. At least three (3) years' experience in a relevant renewable Energy Industry;
4. Possess Knowledge of Renewable Energy Sources and Energy Conservation Policies at both levels of Government;
5. Proficiency in Computer Applications; and
6. Being a member of a professional association/body will be an added advantage.

HOW TO APPLY

Written applications enclosing Job Application Form (revised 2022, 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 **Thursday, 28th September, 2023.**

NOTE:

- (i) The **Job Application Form (revised 2022)** can be downloaded from the County Public Service Board website; 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
MAKUENI COUNTY PUBLIC SERVICE BOARD
