

REPUBLIC OF KENYA



GOVERNMENT OF MAKUENI COUNTY



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 AGRICULTURE, IRRIGATION, LIVESTOCK, FISHERIES AND
CO-OPERATIVE DEVELOPMENT - MAKUENI COUNTY INTEGRATED GRAIN
VALUE ADDITION PLANT**

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.

The Makueni County Integrated Grain Value Addition Plant at Makindu a key project under the Makueni County Government's department of Agriculture, Irrigation, Livestock, Fisheries and Cooperative Development invites applications from qualified persons to fill the following casual positions in the Plant: -

1. SUPPORT STAFF (CASUALS) - 5 POSTS

Terms of Service: 6 Months Contract (non renewable)

Salary: Kshs. 500 for each day worked

Duties and responsibilities:

- 1) Dusting of machines and equipments;
- 2) Maintaining hygiene in the factory and within the factory premises;
- 3) Cleaning and maintaining hygiene in the washrooms and the compound;
- 4) Supporting plant operations;
- 5) Supporting in administrative duties including (but not limited to) receiving visitors, photocopying and printing documents, updating the master roll for casuals and record keeping;



- 6) Messeserial duties;
- 7) Undertaking any other duties as may be assigned by the supervisor from time to time

Requirement for appointment

- 1) Be a Kenyan Citizen
- 2) Be a residence of Makueni County
- 3) Posses KCSE certificate with a mean grade of D plain
- 4) Posses a national identification card
- 5) Certificate in computer will be an added advantage.

HOW TO APPLY

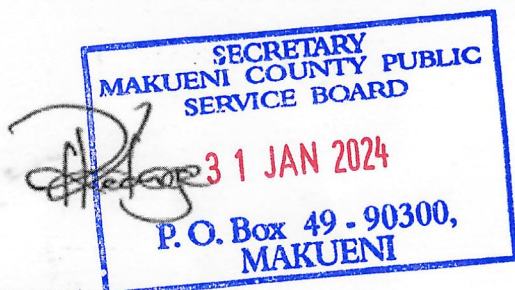
Written applications enclosing current Curriculum Vitae, Copies of academic certificates, computer certificate and ID card should be submitted in a sealed envelope and addressed to;

**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 5:00 p.m. on **Tuesday, 13th February, 2024.**

NOTE:

- (i) Only shortlisted candidates will be contacted.
- (ii) Shortlisted candidates will be required to produce their original National Identity cards, Certificates and Testimonials at the interview.
- (iii) The Makueni County Government is an equal opportunity employer; **Youth, Women, Persons with Disabilities and other disadvantaged persons** are encouraged to apply.
- (iv) Affirmative action as stipulated in the constitution shall be applied.
- (v) **The Board does not charge a fee at any stage of the recruitment process.**



SECRETARY/CEO
MAKUENI COUNTY PUBLIC SERVICE BOARD