

**MAKUENI COUNTY PUBLIC SERVICE BOARD****P.O BOX 49 – 90300 MAKUENI Tel: 0115105310/020 2026751****Email: cpsb@makueni.go.ke****Web: www.makuenipsb.go.ke****JOB VACANCY****DEPARTMENT OF FINANCE, PLANNING, BUDGET AND REVENUE****AD NO. MCPSB /17/2026**

Pursuant to the Public Finance Management Act, 2012 Section 155 Subsection 5; Gazette Notice No 2690 of 15th April 2016; and regulations 167 and 168 of the Public Finance Management Regulations (2015), the County Public Service Board invites applications from suitably qualified persons for the following vacant position:

Position: Member, County Executive Audit Committee (1 Post)

Requirements for appointment

For appointment to this role, a candidate must:

- (i) Be a Kenyan citizen.
- (ii) Hold at least a bachelors' degree from an institution recognized in Kenya.
- (iii) Have at least 10 years of experience, five (5) of which must be in a senior management position
- (iv) Possess relevant qualifications and expertise in audit in public service or devolved system of government
- (v) Have a good understanding of the mandate, objects, principles and functions of internal auditing services in public services
- (vi) Have a good understanding of Public Sector operations, financial reporting or auditing
- (vii) Have thorough knowledge of the Audit Committee operations, Public Finance Management Act and Regulations thereto.
- (viii) Must not be a past or present employee of the county, and shall not have served as an employee or agent of a business organization which has carried out any business with Makueni County in the last two years



- (ix) Demonstrates knowledge and understanding of national values and principles of governance referred to in Article 10 and principles of public service referred to in Article 232 of the constitution of Kenya 2010
- (x) Demonstrates knowledge and understanding of the objects, principles and functions of the Government of Makueni County
- (xi) Satisfy the requirements of Chapter six of the Constitution on Leadership and Integrity.
- (xii) Shall Not be a holder of a political office
- (xiii) Being a member in good standing of a professional body will be an added advantage

Duties and Responsibilities,

- (i) Provide Oversight and Assurance on Governance, Risk Management and Control Processes and make appropriate recommendations to the Accounting Officers
- (ii) Follow up on the implementation of recommendations by Internal and External Auditors.
- (iii) Perform the roles and responsibilities as laid out in the PFM (County Government) Regulations 2015 as well as the Audit Committee Guidelines for County Government

Terms of Appointment:

- (i) A Member of the Audit Committee shall serve on part time basis for a period of three (3) years and shall be eligible for re-appointment for a further one term only subject to satisfactory performance.
- (ii) A Member of the Audit Committee shall be paid allowances at rates determined by the Salaries and Remuneration Commission (SRC).
- (iii) Members appointed to the Audit Committee shall not be a present or past employee of the County Government and shall not have served as an employee or agent of any business organization which has carried out any business with the County Government in the last two (2) years.

HOW TO APPLY

Written applications enclosing current Curriculum Vitae, Copies of academic and professional certificates and ID card clearly indicating the position applied for be submitted to: audit-recruitment@makuenipsb.go.ke before **5:00 p.m. on Wednesday, 15th July, 2026.**

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

NOTE:

- (i) The Job Application Form 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;
 - a. The Department of Criminal Investigations (DCI).
 - b. Credit Reference Bureau (CRB)
 - c. The Higher Education Loans Board (HELB).



- d. The Kenya Revenue Authority (KRA).
- e. The Ethics and Anti-Corruption Commission (EACC)
- (iii) Only shortlisted and successful applicants will be contacted and their names published on the Board's website.
- (iv) Academic qualifications obtained from foreign universities MUST be accompanied by a letter of Recognition or equivalent of qualifications from the Commission of University Education (CUE).
- (v) Canvassing in any form will lead to automatic disqualification.
- (vi) Shortlisted candidates shall be required to produce the following documents during the interview:
 - a. Original National Identity Card/passport
 - b. Original academic certificates
 - c. Original professional certificates and transcripts
 - d. Registration certificate (where necessary)
- (vii) The Makueni County Government is an equal opportunity employer; **Youth, Women, Persons with Disabilities and other disadvantaged persons** are encouraged to apply.
- (viii) Affirmative action as stipulated in the constitution shall be applied.
- (ix) The salary and benefits attached to the post is as advised by the Salaries and Remuneration Commission.
- (x) **Beware of fraudsters soliciting bribes from the public while masquerading as Board Members/staff. The Board does not charge any fees for job applications, shortlisting, interviews or appointments. Payment of any form of fee will lead to automatic disqualification;**
- (xi) Application should reach the Board on or before **Wednesday, 15th July, 2026** latest **5:00 p.m.**


SECRETARY
MAKUENI COUNTY PUBLIC
SERVICE BOARD
25 JUN 2026
P. O. Box 49 - 90300,
MAKUENI

CS Redempta Kavindu
Secretary/CEO

MAKUENI COUNTY PUBLIC SERVICE BOARD