



COUNTY GOVERNMENT OF NYERI

County Public Service Board

P.O. BOX 90- 10100
Telephone 061 2030700
Fax No. 061 2030537
NYERI

VACANCY: NYERI MUNICIPAL MANAGER-1 POST

Pursuant to the provisions of the urban areas and cities Act No. 13 of 2011 and the County Government (amended) Act no. 1 of 2016, the Nyeri county Public Service Board invites applications from qualified and competent persons for the position of Nyeri Municipal Manager.

Terms: Contract

QUALIFICATIONS.

- 1) Must be a Kenyan citizen.
- 2) Hold a degree from a recognized university in Kenya or its equivalent.
- 3) Hold a Bachelor's Degree in Urban Management, Urban/Physical Planning, Economic planning, Public Administration or any related field from an accredited institution in Kenya
- 4) Have served and has proven experience in administration or management either in public or private sector for a term of at least five years.

DUTIES AND RESPONSIBILITIES

Reporting to the municipal board and be responsible for the functions provided in the urban areas and cities Act 2015 which include but not limited to;

- Developing policies, plans, strategies and programs for delivery of services for approval by the board in consultation with the County Executive Committee.
- Formulation and implementation of integrated development plans as guided by the County Executive Committee.
- Development and management of schemes, including site development in collaboration with relevant national and county agencies.
- Implementation of national and county legislation
- Implementation of board policies on control of land use, land – subdivision, land development and zoning by public and private sectors.
- Promotion and infrastructural development and services within the municipality
- Establishment, implementation and monitoring of performing management systems: and
- Implementation of any other municipal Board decision.

APPLICATION CRITERIA

Applicants must attach their CV'S with copies of the following documents.

- a) Copy of National Identification card.
- b) Copies of academic professional certificates.
- c) Fulfil requirements of chapter 6 of the Constitution of Kenya. Specifically they must obtain and submit with their application certified copies of the following certificates:-
 - Certificate of good conduct from the Director of Criminal Investigations(DCI)
 - Clearance Certificate from Higher Education Loans Board (HELB)
 - Tax compliance certificate from Kenya Revenue Authority (KRA)
 - Clearance from the Ethics and Anti-Corruption Commission (EACC)
 - Clearance from Credit Reference Bureau

ii) The County Government of Nyeri is an equal opportunity employer. Qualified persons from any part of the country are encouraged to apply.

Written applications, clearly marked Nyeri Municipal Manager together with the required documents should be sent to the undersigned by close of business on or before 13th July, 2018

THE SECRETARY,
NYERI COUNTY PUBLIC SERVICE BOARD,
KARSON'S PHOTO HOUSE KIMATHI STREET
P.O BOX 90-10100,
NYERI