



COUNTY GOVERNMENT OF BUSIA  
OFFICE OF THE GOVERNOR  
P.O. PRIVATE BAG – 50400  
BUSIA, KENYA



## **DECLARATION OF VACANCIES FOR THE POSITION OF COUNTY EXECUTIVE COMMITTEE MEMBERS (CECM) IN THE OFFICE OF THE GOVERNOR**

### **ADVERT No: 34/2022: COUNTY EXECUTIVE COMMITTEE MEMBERS:**

Pursuant to section 35 and 36 of the County Governments Act, No. 17 of 2012, the Office of the Governor wishes to consider application from highly qualified, and result-oriented Kenyan citizens for appointment to the positions indicated below. Applicants should specify in the application letter the portfolio for which they wish to head;

1. Agriculture, Livestock, Fisheries and Agribusiness
2. Infrastructure and Energy
3. Finance, ICT and Economic Planning
4. Health and Sanitation
5. Trade, Industry and Cooperatives
6. Public Service and Administration
7. Lands, Housing and Urban Development
8. Education And Vocational Training
9. Sports, Culture and Social Services
10. Water, Environment and Natural Resources

#### **A. DUTIES AND RESPONSIBILITIES FOR THE COUNTY EXECUTIVE COMMITTEE MEMBER**

- To supervise the administration and delivery of services in the respective departments of the County Government and all decentralized units and agencies in the County;
- Implement County legislation;
- Implement within the County, national legislation to the extent that the legislation so requires;
- Manage and co-ordinate the functions of the County administration and its department;
- Provide the County Assembly with the full and regular reports on matters relating to the County;
- May advise the Governor on matters within his/her area of jurisdiction

#### **B. COUNTY EXECUTIVE COMMITTEE MEMBER JOB REQUIREMENTS**

- Be a Kenyan citizen;
- Be in possession of a first degree from a university recognized in Kenya;
- Master's degree will be an added advantage;
- Satisfy the requirements of Chapter Six of the Constitution;
- Have knowledge, experience and distinguished career of not less than five years in the field relevant to the portfolio of the department to which the person is seeking to be considered;
- Understand the diversity, challenges and opportunities within the County;
- Should not hold any other State or Public Office;

- Be conversant with the Constitution of Kenya and all the devolution laws;
- Be a visionary and strategic thinker;
- Have the ability to work in a multi-ethnic and multi-cultural environment with sensitivity and respect for diversity;
- Have capacity to work under pressure to meet strict deadlines;
- Be committed to be part of a team that will enable the County Government achieve her vision.

**TERMS OF SERVICE:** Contract Salary: As prescribed by the Salaries and Remuneration Commission (SRC)

## **HOW TO APPLY**

Applicants should submit their applications together with copies of their detailed Curriculum Vitae, Academic and Professional certificates, Testimonials, National Identity Card or Passport and any other supporting documents.

**The applicants should indicate the position applied for on top of the envelope and address it to:**

**The County Secretary and Head of Public Service  
County Government of Busia  
P.O Box Private Bag  
BUSIA (K)**

**Hard copies of applications should be delivered to the office of the County Secretary County Government of Busia Town Hall Offices -Ground Floor between 8.00 a.m and 5.00 p.m on weekdays.**

Applicants should seek clearance from and attach copies or evidence thereof of the Current Valid documents below.

- Kenya Revenue Authority
- Ethics and Anti-corruption Commission
- Criminal Investigation Department (Certificate of Good Conduct)
- Higher Education Loans Board (HELB)
- Credit Reference Bureau (CRB)

**Applications should be received on or before the 9<sup>th</sup> September, 2022**

### **Note:**

Any form of canvassing shall lead to automatic disqualification. Women, minorities and persons living with disabilities are encouraged to apply. Shortlisted candidates will be required to produce their original identity cards, academic and professional certificates, testimonials, clearance and other relevant documents in support of their applications.

Only shortlisted candidates will be contacted. All successful candidates will undergo vetting and approval by the county assembly prior to their appointment.