

REPUBLIC OF KENYA



NAROK COUNTY GOVERNMENT  
PUBLIC SERVICE BOARD

## VACANT POSITIONS IN THE NAROK COUNTY GOVERNMENT PUBLIC SERVICE.

Pursuant to the Constitution of Kenya 2010 (Article 185(2), 186(1) and 187(2) on distribution of functions between the National Government and County Government, the Narok County Public Service Board invites applications from suitably qualified candidates to fill the following positions in the Narok County Government.

### DEPARTMENT OF PUBLIC SERVICE MANAGEMENT AND PUBLIC ADMINISTRATION

**DEPUTY SUB-COUNTY ADMINISTRATOR, JOB GRADE CPSB 05 TWO (2) POSTS ADVERT NO: NCG/CPSB/01/22**

**Terms of Service: Permanent & Pensionable**

**Salary Scale CPSB 05: Ksh. 87,360 x 3,190 – 90,550 x 4,490 – 95,040 x 4,860 – 99,900 x 5,010 – 104,910 x 5,240 – 110,150 x 5,500 – 115,650 x 5,780 – 121,430 p.m.**

#### **Duties and Responsibilities**

Coordinating and facilitating citizen participation in the development of policies, plan and delivery of services: Enhance compliance with legal, statutory and regulatory requirements. Facilitating inter-governmental relations and conflicts resolution at the sub-county level: Mobilize revenue collection and play a critical role in building business registers of rate payers and business people in the sub-county: Overseeing safe custody of county government assets in the sub-county: Coordinating and liaising with other directorate and departments in the sub-county, Articulate implementation of Article 10 (on values and principle of governance and 232 on values and principle of public service of the constitution of Kenya. Exercise any other function and powers delegated by the Sub-County Administrator.

#### **Requirement for Appointment**

For appointment to this grade, an officer must have: -

- i. Be a Kenyan Citizen;
- ii. Bachelor's degree in any of the following Social Sciences: Public Administration, Business Management/ Administration, Strategic management, or equivalent qualification from a recognized institution;
- iii. Proven communication, proficiency in computer applications and report writing skills; and have capacity to work under pressure to meet strict deadlines;

- iv. Demonstrated thorough understanding of Devolution, the County Development objectives/ National Goals policies and Vision;
- v. Have thorough knowledge of structural, legislative and regulatory framework of the Public Service and Administration;
- vi. Have ability to work under in a multi-ethnic environment with sensitivity and respect for demonstrated high degree of professional and technical competence as reflected in work performance and results; and
- vii. Membership of any relevant Professional body will have an added advantage.

**PRINCIPAL ADMINISTRATION OFFICER (AIRSTRIIP SERVICES), JOB GRADE CPSB 6 ONE (1) POST  
ADVERT NO: NCG/CPSB/02/22**

**Terms of Service: Permanent & Pensionable**

**Salary Scale CPSB 06: Ksh. 56,370 x 2,750 – 59,120 x 2,920 – 62,040 x 3,080 x 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 – 87,360 p.m.**

**Duties and Responsibilities**

Duties and responsibilities at this level will entail: implementing administrative policies, procedures and strategies in regards to airstrips; preparing briefs and memos; compiling monthly utilization and expenditure data of all vehicles; preparing reports on airstrips conditions and advising management on all maintenance; ensuring provision of office equipment and materials; maintaining and updating furniture and office equipment inventory; overseeing telephone and registry services; maintenance of buildings and equipment; ensuring cleaning of offices; and coordinating security services

**Requirement for Appointment**

For appointment to this grade, an officer must have: -

- i. Served in the grade of Chief Administration Officer for a minimum period of three (3) years or in an equivalent position;
- ii. Bachelor's degree in any of the following disciplines: - Public Administration, Business
- iii. Administration, Political Science/Government or equivalent qualification from a recognized institution, applicants with engineering and aviation knowledge will have distinct advantage
- iv. Certificate in Senior Management Course lasting not less than four (4) weeks from a recognized institution;
- v. Certificate in computer application skills; and
- vi. Shown merit and ability as reflected in work performance.

**DEPARTMENT OF ROADS, TRANSPORT AND PUBLIC WORKS**

**SENIOR SUPERINTENDING ENGINEER (CIVIL), JOB GRADE CPSB 6 ONE (1) POST ADVERT NO:  
NCG/CPSB/03/22**

**Terms of Service: Permanent & Pensionable**

**Salary Scale CPSB 06: Ksh. 56,370 x 2,750 – 59,120 x 2,920 – 62,040 x 3,080 x 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 – 87,360 p.m.**

### **Duties and Responsibilities**

Duties and responsibilities at this level will entail: coming up with technical drawings as per work request; ensuring housekeeping and maintenance of work areas adhere to set safety standards; making sure the equipment and tools are serviced and maintained to operating standards; raising purchase requests in the plant maintenance and management system; verifying accuracy of materials and equipment; maintaining tools and equipment inventory; planning and carrying out scheduled and non-scheduled maintenance on cooling towers, roads, building and other civil structures; raising notifications, creating, confirming and completing work orders in the plant maintenance management system; complying with relevant ISO standards; ensuring that statutory regulations and safety rules are fully implemented and followed; maintaining all civil as-built drawings and manuals in good order; reviewing internal project blueprints and structural specifications to determine dimensions of structure or system and material requirements; monitoring the systems performance, introducing changes and propose improvement and modification as necessary; and preparing technical specifications and estimates for tendering process.

### **Requirements for Appointment**

For appointment to this grade, an officer must have:-

- i. served in the grade of Superintending Engineer (Civil) for a minimum period of three (3) years;
- ii. Bachelor's degree in Civil Engineering or its equivalent qualification from a recognized institution;
- iii. Registration by the Engineers Registration Board of Kenya;
- iv. Current valid annual Practicing license from the Engineer Registration Board of Kenya;
- v. Corporate Member with the Institution of Engineers Registration Board of Kenya;
- vi. attended a Senior Management Course lasting not less than four (4) weeks from a recognized institution;
- vii. Certificate in computer application skills; and
- viii. Demonstrated merit and ability as reflected in work performance and results.

**ASSISTANT ENGINEER (ELECTRICAL/ELECTRONICS), JOB GRADE CPSB 9 ONE (1) POST ADVERT NO: NCG/CPSB/04/22**

**Terms of Service: Permanent & Pensionable**

**Salary Scale: CPSB 09: Kshs. 38,270 X 1,470 - 39,740 X 1,520 - 41,260 X 1,710 - 42,970 X 1,920 - 44,890 X 2,000 - 46,890 X 2,110 - 49,000 X 2,170 - 51,170 p.m.**

### **Duties and Responsibilities**

This is the entry and training grade for this cadre. An officer at this level will work under guidance of a senior officer. Duties and responsibilities will entail:- designing, installing and maintaining electrical engineering services in offices, conferences complexes educational institutions, public

buildings and centralized catering and laundry units; collecting and compiling data in consultation with the user of facilities to determine the appropriate development requirements; and supervising installation work carried out by contractors.

### **Requirement for Appointment**

For appointment to this grade, an officer must have:-

- i. Bachelors degree in Electrical Engineering or its equivalent qualification from a recognized institution; Certificate in computer application skills; and
- ii. Registration by Engineers Registration Board of Kenya as a Graduate Engineer.

### **ASSISTANT ENGINEER (CIVIL), JOB GRADE CPSB 9 ONE (1) POST ADVERT NO: NCG/CPSB/05/22**

**Terms of Service: Permanent & Pensionable**

**Salary Scale: CPSB 09: Kshs. 38,270 X 1,470 - 39,740 X 1,520 - 41,260 X 1,710 - 42,970 X 1,920 - 44,890 X 2,000 - 46,890 X 2,110 - 49,000 X 2,170 - 51,170 p.m.**

### **Duties and Responsibilities**

This is the entry grade for this cadre. An Engineer at this level will work under the guidance of a senior engineer. Duties and responsibilities will entail: planning and carrying out scheduled and non-scheduled maintenance on cooling towers, roads, building and other civil structures; ensuring housekeeping and maintenance of work areas adhere to set safety standards; making sure the equipment and tools are serviced and maintained to operating standards; raising purchase requests in the plant maintenance and management system; coming up with technical drawings as per work request; verifying accuracy of materials and equipment; and maintaining tools and equipment inventory.

### **Requirements for Appointment**

For appointment to this grade, a candidate must have:-

- i Bachelor's degree in Civil Engineering or its equivalent qualification from a recognized institution;
- ii Certificate in computer application skills; and
- iii Registration by Engineers Registration Board of Kenya as a Graduate Engineer

### **SUPERINTENDING ENGINEER (CIVIL), JOB GRADE CPSB 7 ONE (1) POST ADVERT NO: NCG/CPSB/06/22**

**Terms of Service: Permanent and Pensionable**

**Salary Scale: CPSB 07: Ksh. 49,000 x 2,170 – 51,170 x 2,550 – 53,720 x 2,650 – 56,370 x 2,750 – 59,120 x 2,920 – 62,040 x 3,080 – 65,120 pm.**

### **Duties and Responsibilities**

Duties and responsibilities at this level will entail: ensuring that statutory regulations and safety rules are fully implemented and followed; coming up with technical drawings as per work request; verifying accuracy of materials and equipment; maintaining tools and equipment inventory; planning and carrying out scheduled and non-scheduled maintenance on cooling towers, roads,

building and other civil structures; ensuring housekeeping and maintenance of work areas adhere to set safety standards; making sure the equipment and tools are serviced and maintained to operating standards; raising purchase requests in the plant maintenance and management system; raising notifications, creating, confirming and completing work orders in the plant maintenance management system; complying with relevant ISO standards; maintaining all civil as-built drawings and manuals in good order; and reviewing internal project blueprints and structural specifications to determine dimensions of structure or system and material requirements.

### **Requirements for Appointment**

For appointment to this grade, an officer must have:-

- i Served in the grade of Engineer (Civil) for a minimum period of three (3) years;
- ii Bachelors degree in Civil Engineering or its equivalent qualification from a recognized institution;
- iii been registered by Engineers Registration Board of Kenya;
- iv Current valid annual Practicing License from the Engineers Registration Board of Kenya;
- v Corporate Member with the Institution of Engineers of Kenya (IEK);
- vi attended a Project Development and Management Course lasting not less than four (4) weeks from a recognized institution;
- vii Certificate in computer application skills; and
- viii demonstrated merit and ability as reflected in work performance and results

**INSPECTORS (ROADS) JOB GRADE CPSB 11 FIVE (5) POSTS ADVERT NO: NCG/CPSB/09/22**

**Post Terms Of Service: Permanent and Pensionable**

**Salary Scale: CPSB 11: Ksh. 25,470 x 1,110 - 26,580 x 1,120 - 27,700 x 1,150 - 28,850 x 1,170 -30,020 x 1,250 - 31,270 x 1,300 - 32,570 x 1,380 - 33,950 p.m.**

### **Duties and responsibilities**

An officer at this level will be in charge of road camp or a construction unit .duties will include – supervision and control of all road work within the officer’s area of jurisdiction ; assisting in the selection and location of suitable materials for road works , tools and plant ledgers ,long sheets and tickets stores ledgers, tools and plant ledges ,log sheets and tickets ,daily activity cards and any other any other records ;and preparation of work programs in liaison with the divisional officers

### **Requirements for appointment**

For appointment to this grade, an officer must have: -

- ix Kenya certificate of secondary education mean grade c with c- in both mathematics and physics; and
- x Diploma in civil engineering or its equivalent qualifications from a recognized institution.

**CHEMIST, JOB GRADE CPSB 9 ONE (1) POST ADVERT NO: NCG/CPSB/08/22**

**Terms of Service: Permanent & Pensionable**

**Salary Scale: CPSB 09: Kshs. 38,270 X 1,470 - 39,740 X 1,520 - 41,260 X 1,710 - 42,970 X 1,920 - 44,890 X 2,000 - 46,890 X 2,110 - 49,000 X 2,170 - 51,170 p.m.**

**Duties and Responsibilities**

This will be the entry and training grade for this cadre. An officer at this level will work under the guidance of a more experienced • officer. Duties and responsibilities will entail: screening and receiving materials for analysis; storing, retrieving and issuing-out materials of analysis; sampling at various sites; carrying out field tests; preparing reagents for analysis; maintaining records; and carrying out relevant laboratory analysis of samples.

**Requirements for Appointment**

**For appointment to this grade**, a candidate must have: -

- i. Bachelor of Science degree in any of the following disciplines: - Chemistry, Food Science and Technology, Forensic Science, Biochemistry or Environmental Science from a recognized institution; and
- ii. certificate in computer application skills from a recognized institution.
- iii. Architectural Association of Kenya or the Institute of Quantity Surveyors of Kenya.

**PLANT OPERATOR III, JOB GRADE CPSB 14 TWELVE (12) POSTS ADVERT NO: NCG/CPSB/11/22**

**Post Terms Of Service: Permanent and Pensionable**

**Salary Scale: CPSB 14: Ksh. 15,670 x 580 - 16,250 x 640 - 16,890 x 680 - 17,570 p.m.**

**Duties and Responsibilities**

This is the entry and training grade for this cadre. A Plant Operator at this level will work under guidance of a senior Plant Operator. Duties and responsibilities will entail: operating, servicing and maintaining plant; identifying mechanical faults for repair; and maintaining and ensuring safe custody of working tools.

**Requirements for Appointment**

**For appointment to this grade**, a candidate must have:

- i Kenya Certificate of Secondary Education (KCSE) of minimum mean grade 'D' (plain) or its equivalent qualification from a recognized institution;
- ii Government Trade Test Certificate Grade III in the respective craft; and
- iii Certificate in computer applications.

**DEPARTMENT OF LANDS, HOUSING, AND URBAN DEVELOPMENT**

**ASSISTANT QUANTITY SURVEYOR, JOB GRADE CPSB 9 THREE (3) POSTS ADVERT NO: NCG/CPSB/07/22**

**Terms of Service: Permanent & Pensionable**

**Salary Scale: CPSB 09: Kshs. 38,270 X 1,470 - 39,740 X 1,520 - 41,260 X 1,710 - 42,970 X 1,920 - 44,890 X 2,000 - 46,890 X 2,110 - 49,000 X 2,170 - 51,170 p.m.**

**Duties and Responsibilities**

This is the entry and training grade into this cadre. An officer at this level will work under the guidance of a senior officer. Duties and responsibilities entail: preparing cost estimates, bills of quantities, monthly valuations on site, site re-measurements; and preparing variation orders.

### **Requirement for Appointment**

For appointment to this grade, a candidate must have:-

- i Bachelor's degree in any of the following disciplines:- Building Economics, Quantity Surveying or its equivalent qualification from a recognized institution;
- ii Certificate in computer application skills; and
- iii been registered as a Graduate member of either the Architectural Association of Kenya or the Institute of Quantity Surveyors of Kenya

**LAND SURVEY ASSISTANT III, JOB GRADE CPSB 11 ONE (1) POST ADVERT NO: NCG/CPSB/10/22**

**Post Terms Of Service: Permanent and Pensionable**

**Salary Scale: CPSB 11: Ksh. 25,470 x 1,110 - 26,580 x 1,120 - 27,700 x 1,150 - 28,850 x 1,170 - 30,020 x 1,250 - 31,270 x 1,300 - 32,570 x 1,380 - 33,950 p.m.**

### **Duties and Responsibilities**

This is the entry and training grade to this cadre. an officer at this level will work under the guidance of a senior officer. Duties and responsibility at this level entail: -carrying out regular and distance measurements and computation for small density topographical, site engineering, general boundary, and photo control surveys.

### **Requirements for Appointment**

For appointment to this grade, an officer must have: -

- i. Diploma in land surveying Technology from a recognized institution;
- ii. Certificate in computer application skills.

## **DEPARTMENT OF ENVIRONMENT WATER AND NATURAL RESOURCES**

**LABORATORY ANALYST, - JOB GRADE CPSB 09 THREE (3) POSTS ADVERT NO: NCG/CPSB/12/22**

**Terms of Service: Permanent & Pensionable**

**Salary Scale: CPSB 09: Kshs. 38,270 X 1,470 - 39,740 X 1,520 - 41,260 X 1,710 - 42,970 X 1,920 - 44,890 X 2,000 - 46,890 X 2,110 - 49,000 X 2,170 - 51,170 p.m.**

### **Duties and Responsibilities**

This is the entry grade for this cadre. An officer at this level will be on job training and will work under the guidance of a senior and more experienced officer.

Duties and Responsibilities at this level will entail: Receiving, recording packing, dispatching, analyzing and preserving samples; preparing media stains and dyes; maintaining biological cultures, caring for laboratory animals undertaking disease surveillance activities, performing vaccine animal products and byproducts quality assurance tests, calibrating laboratory equipment, standardizing laboratory equipment and standardizing laboratory procedures and writing reports.



## **Water and Environment**

Duties and Responsibilities at this level will entail: analyzing samples to determine the chemical composition and bacteriological levels, preparing culture media and reagents, sampling geological industrial water, sediments and waste water, carrying out analytical tests receiving and registering samples sterilizing bacteriological apparatus, identifying samples for disposal and guiding the disposal of analyzed samples

## **Requirements for Appointment**

For direct appointment to this grade, a candidate must have:

- i. Bachelor's degree in any of the following fields; Laboratory sciences, Biomedical Sciences, Medical Laboratory Technology, Biotechnology, Applied Biology, Biochemistry, Analytical/Applied Chemistry, Industrial Chemistry, Biology Civil Engineering, Civil from a recognized institution.
- ii. Certificate in Computer application skills from a recognized institution.

## **DEPARTMENT OF AGRICULTURE LIVESTOCK AND FISHERIES**

**AGRICULTURAL OFFICER, - JOB GRADE CPSB 09 ONE (1) POST ADVERT NO: NCG/CPSB/13/22**

**Terms of Service: Permanent & Pensionable**

**Salary Scale: CPSB 09: Kshs. 38,270 X 1,470 - 39,740 X 1,520 - 41,260 X 1,710 - 42,970 X 1,920 - 44,890 X 2,000 - 46,890 X 2,110 - 49,000 X 2,170 - 51,170 p.m.**

## **Duties and Responsibilities**

An officer at this level will be deployed in a division to coordinate activities in one of the following areas; Crop Production, Land Development, agricultural extension and Project Management. Further, duties and responsibilities will entail management of information desks within the division.

## **Requirement for Appointment**

For appointment to this grade, a candidate must have: -

- i. Bachelor of Science degree in any of the following fields: - Food Science, Home Economics, Agricultural, Horticultural, Agriculture Economics, Natural Resource Management, Agribusiness, Agriculture Extension, Agriculture Education or any relevant and equivalent qualification from a recognized institution.
- ii. Certificate of membership to a professional body from a recognized institution; and
- iii. Certificate in computer application skills.

**ASSISTANT ANIMAL HEALTH OFFICER III, JOB GRADE CPSB 11 ONE (1) POST ADVERT NO: NCG/CPSB/14/22**

**Terms of Service: Permanent and Pensionable**



**Salary Scale: CPSB 11: Kshs. 25,470 X 1,110 - 26,580 X 1,120 - 27,700 X 1,150 - 28,850 X 1,170 -30,020 X 1,250 - 31,270 X 1,300 - 32,570 X 1,380 - 33,950 p.m.**

### **Duties and Responsibilities**

This will be the entry grade into this cadre. An officer at this level will work under the guidance of a more experienced officer. Duties and responsibilities at this level will entail:- participating in animal health field demonstrations and agricultural shows; participating in sample collection and dispatch; inspecting livestock routes; collecting data and writing technical reports; demonstrating and training on milking techniques and external parasite control such as dipping, spraying and dusting; carrying out vaccination, closed castration, dehorning, ear tagging, branding, deworming, disbudding, docking, de-beaking and hoof trimming; carrying out simple treatment of animals; participating in disease search and reporting; keeping records on animal breeding, animal health, milk production, dipping data and maintaining dairy units.

### **Requirements for Appointment**

For appointment to this grade an officer must have: -

- (i) Diploma in any of the following disciplines: - Animal Health, Animal Health and Production, Veterinary Public Health and Meat Technology, Animal Production and Health Management or Animal Husbandry from a recognized institution;
- (ii) Be registered by the Kenya Veterinary Board and
- (iii) A certificate in computer applications from a recognized institution

**ASSISTANT LIVESTOCK PRODUCTION OFFICER III, JOB GRADE CPSB 11 ONE (1) POST ADVERT NO: NCG/CPSB/15/22**

**Terms of Service: Permanent and Pensionable**

**Salary Scale: CPSB 11: Kshs. 25,470 X 1,110 - 26,580 X 1,120 - 27,700 X 1,150 - 28,850 X 1,170 -30,020 X 1,250 - 31,270 X 1,300 - 32,570 X 1,380 - 33,950 p.m.**

### **Duties and Responsibilities**

This is the entry and training grade for diploma holders. Officers at this level will be deployed at the divisional level. Specific duties and responsibilities will include, assisting in organizing and executing livestock extension duties at this level. They can also be deployed as subject matter specialists in fields such as poultry, sheep & goats, apiculture and dairy production.

### **Requirement for Appointment**

For appointment to this grade, a Candidate must have: -

- (i) Kenya Certificate of Secondary Education (KCSE) mean grade C or its equivalent; and
- (ii) A Diploma in any of the following fields: Animals Husbandry, Dairy Science and Technology, Food Science and Technology, Agriculture and Home Economics, Apiculture, Animal Health and production, and Range Management from a recognized Institution.

**LIVESTOCK PRODUCTION ASSISTANT II, JOB GRADE CPSB 12 ONE (1) POST ADVERT NO: NCG/CPSB/16/22**

**Terms of Service: Permanent and Pensionable**

**SALARY SCALE CPSB 12: Kshs. 22,270 X 1,040 - 23,310 X 1,070 - 24,380 X 1,090 - 25,470 X 1,110 - 26,580 X 1,120 - 27,700 X 1,150 - 28,850 X 1,170 - 30,020 p.m.**

**Duties and Responsibilities**

This is the entry and training grade for certificate holders. The officers will work under their immediate supervisors and will be deployed in sub-locations to under Livestock Extension work. Specific duties and responsibilities will entail assisting in the dissemination of Livestock Production technologies, such as construction of livestock housing and structures, clean milk production, pasture and fodder production and conservation, farm planning, gross margin analysis, on farm feed formulation; participating in sub-locational development action plans and collection of livestock data and information within the sub-location.

**Requirement for Appointment**

For appointment to this grade, candidates must;

- (i) Be in possession of at least the Kenya Certificate of Secondary Education (KCSE) mean grade C- or its accepted equivalent with relevant subjects required for admission to a recognized Training Institution; and
- (ii) Have attended a two (2) year course in any of the following fields: Animals Production, Dairy Science and Technology, Food Science and Technology, Agriculture and Home Economics, Animals Science Animal Health and Production, Farm Management, Apiculture, Range/Natural Resource Management; or any other relevant qualification from a recognized Institution.

**DEPARTMENT OF MEDICAL HEALTH SERVICES**

**MEDICAL OFFICER, JOB GRADE CPSB 7 TEN (10) POSTS ADVERT NO: NCG/CPSB/17/22**

**Terms of Service: Permanent and Pensionable**

**Salary Scale: CPSB 07: Ksh. 49,000 x 2,170 – 51,170 x 2,550 – 53,720 x 2,650 – 56,370 x 2,750 – 59,120 x 2,920 – 62,040 x 3,080 – 65,120 pm.**

**Duties and Responsibilities**

An officer at this level will work under guidance of a senior officer. Duties and responsibilities will entail: diagnosing, caring and treating diseases; performing medical and surgical procedures; preparing and responding to emergencies and disasters; participating in management of medicines, medical instruments and equipment; providing health education; maintaining medical records, health Information and data; counselling patients and their relatives on diagnoses and bereavement; teaching and coaching medical students, nursing students and clinical officer interns; and preparing requisite documents for registration.

### **Requirements for Appointment**

For appointment to this grade, a candidate must have:-

- i. Bachelor of Medicine and Bachelor of Surgery (M.B; Ch.B.) degree from an institution recognized by the Kenya Medical Practitioners and Dentists Council;
- ii. Successfully completed one (1) year Internship from a recognized institution;
- iii. Registration license from the Kenya Medical Practitioners and Dentists Council; and
- iv. Certificate in computer application skill

### **PHARMACIST, JOB GRADE CPSB 7 TWO (2) POSTS ADVERT NO: NCG/CPSB/18/22**

**Terms of Service: Permanent and Pensionable**

**Salary Scale: CPSB 07: Ksh. 49,000 x 2,170 – 51,170 x 2,550 – 53,720 x 2,650 – 56,370 x 2,750 – 59,120 x 2,920 – 62,040 x 3,080 – 65,120 pm.**

### **Duties and Responsibilities**

An officer at this level will work under supervision of a senior Pharmacist. Duties and responsibilities will include: screening prescriptions for legal validity, drug contraindications, drug interactions, appropriateness of dose, frequency and duration of dosing and patient convenience; preparing and dispensing medicines according to Good Dispensing Practices and counseling patients on use of medicines; making extemporaneous preparations; participating in ward rounds; identifying medicinal gaps and challenges; maintaining a daily activity log book for recording all activities undertaken; recommending Over the Counter (OTC) medicines to patients/clients with simple medical conditions and making necessary referrals; and making entries into the relevant inventory management records and registers. An officer at this level may also be deployed in a manufacturing industry to: provide quality assurance and control services; register products; register and license premises; and providing warehousing and logistics.

### **Requirements for Appointment**

For appointment to this grade, a candidate must have: -

- i. Bachelor of Pharmacy degree (B Pharm) from an institution recognized by the Pharmacy and Poisons Board;
- ii. Successfully completed one (1) year Internship from a recognized institution;
- iii. Registration Certificate issued by the Pharmacy and Poisons Board; and
- iv. Certificate in computer application skills

### **NURSING OFFICER, JOB GRADE CPSB 9 TWO (2) POSTS ADVERT NO: NCG/CPSB/19/22**

**Terms of Service: Permanent and Pensionable**

**Salary Scale: CPSB 09: Ksh. 38,270 X 1,470 - 39,740 X 1,520 - 41,260 X 1,710 - 42,970 X 1,920 - 44,890 X 2,000 - 46,890 X 2,110 - 49,000 X 2,170 - 51,170 p.m.**

### **Duties and Responsibilities**

This is the entry and training grade for this cadre. An officer at this level will work under the guidance of a senior officer. Duties and responsibilities will entail:- providing holistic care by carrying out risk identification and assessment of an individual throughout the lifespan; performing a comprehensive physical examination within various settings; assessing, formulating, planning and implementing evidence based nursing care for client/patient; creating and maintaining a safe nursing care environment for client/patient; carrying out clinical audits to improve client/patient care; collaborating and maintaining effective working relationships among interdisciplinary teams to support client/patient and their families; carrying out therapeutic communication with the patient/client; conducting community health risk assessment and providing outcome based interventions; documenting interventions and nursing outcomes; participating in quality improvement and quality assurance procedures; and diagnosing common health conditions and recommending necessary interventions.

### **Requirements for Appointment**

For appointment to this grade, a candidate must have:

- i. Bachelors' degree in either Nursing or Midwifery from a recognized institution;
- ii. Registration Certificate issued by the Nursing Council of Kenya;
- iii. valid practicing license from the Nursing Council of Kenya; and
- iv. Certificate in computer application skills.

### **REGISTERED NURSE III, JOB GRADE CPSB 11 FORTY (40) POSTS ADVERT NO: NCG/CPSB/20/22**

#### **Terms Of Service: Permanent and Pensionable**

**SALARY SCALE: CPSB 11: Ksh. 25,470 X 1,110 - 26,580 X 1,120 - 27,700 X 1,150 - 28,850 X 1,170 -30,020 X 1,250 - 31,270 X 1,300 - 32,570 X 1,380 - 33,950 p.m.**

### **Duties and Responsibilities**

This is the entry and training grade into this cadre. An officer at this level will work under the guidance of a senior officer. Duties and responsibilities at this level will entail: assessing, planning, implementing nursing interventions and evaluating patient's outcomes; diagnosing common health conditions, prescribing and administering treatment; providing appropriate healthcare service including Integrated Management of Childhood Illnesses (IMCI), immunization, PMTCT, ante-natal care, delivery, administering treatment and dispensing drugs; providing health education and counselling to patients/clients and community on identified health needs; referring patients and clients appropriately; facilitating patients' admission and initiating discharge plans; maintaining records on patients/clients health condition and care; ensuring a tidy and safe clinical environment; and collecting and compiling data.

### **Requirements for Appointment**

For appointment to this grade, a candidate must have:-

- i. Diploma in any of the following disciplines:- Kenya Registered Community Health Nursing, Kenya Registered Nursing, Kenya Registered Midwifery, Kenya Registered

Nursing/Midwifery or Kenya Registered Nursing/Mental Health and Psychiatry from a recognized institution;

- ii. Registration Certificate issued by the Nursing Council of Kenya;
- iii. valid practising license from Nursing Council of Kenya; and
- iv. Certificate in computer application skills.

**ENROLLED NURSE III, JOB GRADE CPSB 12 TEN (10) POSTS ADVERT NO:**

**NCG/CPSB/21/22**

**Terms of Service: Permanent and Pensionable**

**Salary Scale CPSB 12: Ksh. 22,270 X 1,040 - 23,310 X 1,070 - 24,380 X 1,090 - 25,470 X 1,110 26,580 X 1,120 - 27,700 X 1,150 - 28,850 X 1,170 - 30,020 p.m**

**Duties and Responsibilities**

This will be the entry and training grade for this cadre. The officer at this level will work under the guidance of a more senior officer. Duties and responsibilities will include: assessing patients and clients and establishing health care needs; planning and implementing nursing care interventions based on patients'/clients' health needs; providing appropriate healthcare service, including immunization, ante-natal care, delivery, administration of medication, dispensing drugs; referring patients and clients appropriately; evaluating healthcare outcomes on patients/clients preparing individualized report; making appropriate discharge plan for patients; conducting assessment of school health needs, planning, implementing interventions and preparing periodic reports; maintaining records on patients/clients personal and health condition/care; ensuring a tidy and safe clinical environment; ensuring safe custody for in-patients belongings; conducting home visits, following up discharged patients/clients and providing continuity of care; and treating minor ailments.

**Requirements for Appointment**

For appointment to this grade, a candidate must have:

- i. Certificate in any of the following disciplines: - Kenya Enrolled Nurse, Kenya Enrolled Community Health Nurse, Kenya Enrolled Midwife, Kenya Enrolled Psychiatric Nurse or Enrolled Nurse/Midwife from a recognized training institution;
- ii. Enrolment Certificate issued by the Nursing Council of Kenya;
- iii. valid practicing license from Nursing Council of Kenya; and
- iv. Certificate in computer application skills.

**HEALTH RECORDS AND INFORMATION OFFICER, JOB GRADE CPSB 9 SIX (6) POSTS ADVERT NO:**

**NCG/CPSB/22/22**

**Terms of Service: Permanent and Pensionable**

**Salary Scale: CPSB 09: Ksh. 38,270 X 1,470 - 39,740 X 1,520 - 41,260 X 1,710 - 42,970 X 1,920 -44,890 X 2,000 - 46,890 X 2,110 - 49,000 X 2,170 - 51,170 p.m.**

**Duties and Responsibilities**

This will be the entry and training grade for this cadre. An officer at this level will work under guidance of a senior officer. Duties and responsibilities at this level will entail:- implementing health records and information policies, standards and guidelines; providing advice on disclosure, confidentiality, security and exchange of health records and information; analysing health records data; carrying out health records and information system review; capturing data from service points; disseminating health information where necessary; preparing medical record reports; maintaining record safety and confidentiality; balancing daily bed returns; maintaining diagnostic and surgical indices; maintaining Master Index; coding diseases and surgical procedures according to the International Classification of Diseases and Procedures in Medicine; and indexing diseases and surgical procedures.

### **Requirements for Appointment**

For appointment to this grade, a candidate must have:-

- i. Bachelor's degree in Health Records and Information or equivalent qualification from a recognized institution;
- ii. Certificate of Registration from Association of Medical Records Officers Kenya (AMRO-K);
- iii. Valid practicing license from Health Records and Information Board (HRIMB); and
- iv. Certificate in Computer Application Skills

### **CLINICAL OFFICER, JOB GRADE CPSB 09 FIVE (5) POSTS ADVERT NO: NCG/CPSB/23/22**

**Terms of Service: Permanent and Pensionable**

**Salary Scale: CPSB 09: Ksh. 38,270 X 1,470 - 39,740 X 1,520 - 41,260 X 1,710 - 42,970 X 1,920 -44,890 X 2,000 - 46,890 X 2,110 - 49,000 X 2,170 - 51,170 p.m.**

### **Duties and Responsibilities**

This will be the entry and training grade for this cadre. An Intern at this level will work under guidance of a senior officer in providing clinical services in a health facility which will entail: taking history, examining, diagnosing and treating patients' common ailments at an outpatient or inpatient health facility; guiding and counselling patients, clients and staff on health issues; referring patients and clients to appropriate health facilities; assessing, preparing and presenting medico-legal reports; carrying out surgical procedures as per training and skill; organizing health management teams and convening health management committee meetings; and collecting and compiling data for research on clinical services issues.

### **Requirements for Appointment**

For appointment to this grade, a candidate must have:

- i. Bachelors' degree in Clinical Medicine and Community Health from a recognized institution;
- ii. Certificate of registration from the clinical officer council; and
- iii. Certificate in computer application skills.

**REGISTERED CLINICAL OFFICER III, JOB GRADE CPSB 11 TWENTY (20) POSTS ADVERT NO: NCG/CPSB/24/22**

**Terms Of Service: Permanent And Pensionable**

**Salary Scale: CPSB 11: Ksh. 25,470 X 1,110 - 26,580 X 1,120 - 27,700 X 1,150 - 28,850 X 1,170 -30,020 X 1,250 - 31,270 X 1,300 - 32,570 X 1,380 - 33,950 p.m.**

**Duties and Responsibilities**

This will be the entry and training grade for this cadre. Duties and responsibilities at this level involve: taking history, examine, diagnose and treat patients' common ailments at an outpatient or inpatient health facility; 199 implementing Community Health Care activities in liaison with other health workers; guiding and counselling patients, clients and staff on health issues; sensitizing patients and clients on preventive and promotive health; carrying out minor surgical procedures as per training and skill; collection and compilation of clinical data; and referring patients and clients to appropriate health facilities.

**Requirements for Appointment**

For direct appointment to this grade, a candidate must have:

- (i) Diploma in Clinical Medicine and Surgery or Clinical Medicine and Community Health or equivalent qualification from a recognized institution;
- (ii) Certificate of Registration from the Clinical Officers' Council; and (v) Certificate in computer application skills.

**MEDICAL LABORATORY TECHNOLOGIST III, JOB GRADE CPSB 11 TEN (10) POSTS ADVERT NO: NCG/CPSB/25/22**

**Terms Of Service: Permanent And Pensionable**

**Salary Scale: CPSB 11: Ksh. 25,470 X 1,110 - 26,580 X 1,120 - 27,700 X 1,150 - 28,850 X 1,170 -30,020 X 1,250 - 31,270 X 1,300 - 32,570 X 1,380 - 33,950 p.m.**

**Duties and Responsibilities**

This is the entry and training grade for Diploma holders. An officer at this level will work under supervision and guidance of a senior and experienced officer. Duties and responsibilities at this level will entail:- decontaminating working benches; receiving and scrutinizing laboratory requisition forms and specimens; receiving and collecting, labelling and registering specimens; disaggregating specimens for processing and analyses; preparing reagents; examining specimens; writing and recording of results; dispatching the results for use in clinical management; preparing stains; performing blood grouping; issuing blood and blood products to peripheral health facilities; and storing blood products according to their requirements.

**Requirements for Appointment**

For appointment to this grade, a candidate must have: -



- i. Kenya Certificate of Secondary Education (KCSE) mean grade C (plain) or its equivalent qualification;
- ii. Diploma in Medical Laboratory Sciences or any other equivalent qualification from an institution recognized by Kenya Medical Laboratory Technician and Technologists Board;
- iii. Valid practicing license from Kenya Medical Laboratory Technician and Technologists Board; and
- iv. Certificate in computer application skills.

**NUTRITION AND DIETETICS TECHNOLOGIST III, JOB GRADE CPSB 11 NINE (9) POSTS ADVERT NO: NCG/CPSB/26/22**

**Terms Of Service: Permanent And Pensionable**

**Salary Scale: CPSB 11: Ksh. 25,470 X 1,110 - 26,580 X 1,120 - 27,700 X 1,150 - 28,850 X 1,170 -30,020 X 1,250 - 31,270 X 1,300 - 32,570 X 1,380 - 33,950 p.m.**

**Duties and Responsibilities**

This will be the entry and training grade for this cadre. An officer at this level will work under the guidance and supervision of a senior officer. Duties and responsibilities at this level will include: implementing nutrition programmes; providing nutrition services in health care facilities; conducting nutrition assessments; collecting and compiling nutrition data; providing nutrition health education and demonstrations; counselling of patients with specific nutritional needs; monitoring preparation of therapeutic feeds; implementing outpatient and inpatient supplementary and therapeutic feeding programmes; promoting maternal, infant and young children feeding programmes; and providing micronutrient supplementation.

**Requirements for Appointment**

For appointment to this grade, a candidate must have:-

- i. Diploma in either Community Nutrition, Clinical Nutrition or Nutrition and Dietetics or its equivalent qualification from a recognized training institution;
- ii. Certificate in computer application skills; and
- iii. Registration by the Council of the Institute of Nutritionists and Dieticians (CIND).

**PHARMACEUTICAL TECHNOLOGIST III, JOB GRADE CPSB 11 FIVE (5) POSTS ADVERT NO: NCG/CPSB/27/22**

**Terms Of Service: Permanent And Pensionable**

**Salary Scale: CPSB 11: Ksh. 25,470 X 1,110 - 26,580 X 1,120 - 27,700 X 1,150 - 28,850 X 1,170 -30,020 X 1,250 - 31,270 X 1,300 - 32,570 X 1,380 - 33,950 p.m.**

**Duties and Responsibilities**

This will be the entry and training grade for this cadre. An officer at this level will work under the guidance of a senior officer. Duties and responsibilities will involve: receiving, interpreting, and processing of prescriptions; recording prescriptions in a unit pharmacy; pre-

packing, repacking and writing instructions on the labels; counselling patients on usage of drugs in a pharmacy unit; maintaining drug registers/books; and stock-taking of drugs and medicinal devices on monthly basis.

### **Requirements for Appointment**

For appointment to this grade, a candidate must:-

- i. Diploma in either Pharmacy or Pharmaceutical Technology or its equivalent from Pharmacy and Poisons Board (PPB) approved institution;
- ii. Registered under the Pharmacy and Poisons Board as a Pharmaceutical Technologist; and
- iii. Have Certificate in computer application skills.

### **ORTHOPAEDIC TECHNOLOGIST III, JOB GRADE CPSB 11 FOUR (4) POSTS ADVERT NO: NCG/CPSB/28/22**

**Terms Of Service: Permanent And Pensionable**

**Salary Scale: CPSB 11: Ksh. 25,470 X 1,110 - 26,580 X 1,120 - 27,700 X 1,150 - 28,850 X 1,170 -30,020 X 1,250 - 31,270 X 1,300 - 32,570 X 1,380 - 33,950 p.m.**

### **Duties and Responsibilities**

This will be the entry and training grade for this cadre. An officer at this level will work under supervision of a senior officer. Duties and responsibilities at this level will entail:- providing supportive services in orthopaedics which entail preparing and fitting of appliances that are required in orthopaedics; assessing patients' needs; verifying and maintaining information relating to patients' orders; and maintaining records of supplies.

### **Requirements for Appointment**

For appointment to this grade, a candidate must have:-

- i. Diploma in Orthopedic Technology from Kenya Medical Training College or equivalent qualification from a recognized institution; and
- ii. Certificate in computer application skills.

### **MEDICAL ENGINEERING TECHNOLOGIST III, JOB GRADE CPSB 11 THREE (3) POSTS ADVERT NO: NCG/CPSB/29/22**

**Terms Of Service: Permanent And Pensionable**

**Salary Scale: CPSB 11: Ksh. 25,470 X 1,110 - 26,580 X 1,120 - 27,700 X 1,150 - 28,850 X 1,170 -30,020 X 1,250 - 31,270 X 1,300 - 32,570 X 1,380 - 33,950 p.m.**

### **Duties and Responsibilities**

This is the entry and training grade for this cadre. An officer at this level will work under supervision and guidance of a senior officer. Duties and responsibilities at this level will entail: undertaking preventive maintenance and repairs of medical/hospital equipment, plants, instruments and furniture; requisitioning for spare parts and consumables; taking inventory

of medical/hospital equipment, furniture and plants; collecting information for research; collecting information on medical engineering services for input into the Integrated Health Information Management System; carrying out minor repairs of health facilities and utilities; and implementing medical engineering programmes and projects.

### **Requirements for Appointment**

For appointment to this grade, a candidate must have:-

- i. Diploma in Medical Engineering or any other equivalent qualification from a recognized institution; and
- ii. Certificate in computer application skills.

**PUBLIC HEALTH OFFICER, JOB GRADE CPSB 09 TWO (2) POSTS ADVERT NO: ADVERT NO: NCG/CPSB/30/22**

**Terms Of Service: Permanent and Pensionable**

**Salary Scale: CPSB 09: Ksh. 38,270 X 1,470 - 39,740 X 1,520 - 41,260 X 1,710 - 42,970 X 1,920 -44,890 X 2,000 - 46,890 X 2,110 - 49,000 X 2,170 - 51,170 p.m.**

### **Duties and Responsibilities**

This will be the entry and training grade for this cadre. An officer at this level will work under supervision of a senior officer. Duties and responsibilities at this level will entail:- identifying environmental health issues at community level; assessing health needs of the community; coordinating sanitation and hygiene programmes in the community; sensitizing communities on food and water safety measures; conducting Training for Public Health Trainees, Community Own Resource Persons (CORPS), Community-based Health Workers (CHWS) and Community Health Committees (CHCs) on Public Health issues; implementing environmental health programmes and projects; collecting water and food samples for bacteriological and chemical analysis; initiating and implementing Community Based Health Care programmes; implementing integrated mosquito control and other public health strategies; following up on proper collection and disposal of solid waste in markets and other dwelling premises in towns; carrying out disease surveillance, prevention and control; and coordinating immunization programmes.

### **Requirements for Appointment**

For appointment to this grade, a candidate must have: -

- i. Bachelors' degree in either Environmental Health, Public Health or equivalent qualification from a recognized Institution;
- ii. Registration Certificate from the Association of Public Health Officers - Kenya;
- iii. Registration Certificate from the Public Health Officers and Technicians Council – Kenya;
- iv. Certificate in computer application skills; and
- v. shown merit and ability as reflected in work performance and result

**PUBLIC HEALTH TECHNICIAN III, JOB GRADE CPSB 12 TWO (2) POSTS ADVERT NO: NCG/CPSB/31/22**

**Terms of Service: Permanent and Pensionable**

**Salary Scale CPSB 12: Ksh. 22,270 X 1,040 - 23,310 X 1,070 - 24,380 X 1,090 - 25,470 X 1,110 26,580 X 1,120 - 27,700 X 1,150 - 28,850 X 1,170 - 30,020 p.m**

**Duties and Responsibilities**

This will be the entry and training grade for this cadre. An officer at this level will work under supervision of a senior officer. Duties and responsibilities at this level will entail:- mobilizing, sensitizing and advising communities on matters related to environmental health; referring health cases to relevant health facilities; identifying environmental health issues at household level; organizing community health days to advise communities on common public health issues; and collecting and maintaining up to date records of services rendered.

**Requirements for Appointment**

For appointment to this grade, a candidate must have: -

- i. Certificate in either Environmental Health Science, Public Health Technology or equivalent qualification from a recognized institution;
- ii. Registration Certificate from the Association of Public Health Officers - Kenya;
- iii. Registration Certificate from the Public Health Officers and Technicians Council – Kenya; and Certificate in computer application skills.

**MEDICAL IMAGING TECHNOLOGIST III, JOB GRADE CPSB 11 EIGHT (8) POSTS ADVERT NO: NCG/CPSB/32/22**

**Terms Of Service: Permanent and Pensionable**

**Salary Scale: CPSB 11: Ksh. 25,470 X 1,110 - 26,580 X 1,120 - 27,700 X 1,150 - 28,850 X 1,170 -30,020 X 1,250 - 31,270 X 1,300 - 32,570 X 1,380 - 33,950 p.m.**

**Duties and Responsibilities**

This will be the entry and training grade for this cadre. An officer at this level will work under supervision of a senior officer. Duties and responsibilities at this level will entail:- providing radiographic services to patients in the clinic; processing, verifying and maintaining information relating to patients; ordering and maintaining records or radiographic and photographic equipment and other supplies.

**Requirements for Appointment**

For appointment to this grade, a candidate must have:-

- i. Diploma in Medical Imaging Science from Kenya Medical Training College or its equivalent qualification from a recognized institution; and
- ii. Certificate in computer application skills.

**HOSPITAL CATERESS, JOB GRADE CPSB 11 FOUR (4) POSTS ADVERT NO: NCG/CPSB/33/22**

**Terms Of Service: Permanent and Pensionable**

**Salary Scale: CPSB 11: Ksh. 25,470 X 1,110 - 26,580 X 1,120 - 27,700 X 1,150 - 28,850 X 1,170 -30,020 X 1,250 - 31,270 X 1,300 - 32,570 X 1,380 - 33,950 p.m.**

**Duties and Responsibilities**

Ordering of daily patient food and rations; Receiving of diet sheets; interpreting and filing; Receiving of food and ration from the hospital store; Compiling monthly consumption reports for hospital food and ration; Maintaining a monthly inventory of kitchen equipment; Tasting the quality of food prepared; Participation in hospital management committees (inspection and acceptance committee, catering committee, executive expenditure committee); and Ensuring a safe and clean environment for kitchen staff

**Requirements for Appointment**

For appointment to this grade, a candidate must have:-

- i Diploma in Catering Services/Food and Beverage Production, Sales and Service from a recognized institution; and
- ii Possess a valid food handler's medical certificate
- iii At least 2 years' working experience in a similar field
- iv Certificate in computer application skills.

**Personal Qualities**

- . Ability to get on well with the diverse workforce
- . Good knowledge in the professional field of specialization
- . Good communication skills
- . Ability to take instructions
- . Good organizational and supervisory skills

**Core Skills**

- . Team playing skills
- . Accuracy
- . Care for resources
- . Manual dexterity
- . Execution of instructions
- . Interpersonal skills
- . Analytical skills
- . Records Management skills

**COOK, JOB GRADE CPSB 12 FOUR (4) POSTS ADVERT NO: NCG/CPSB/34/22****Terms of Service: Permanent and Pensionable**

**Salary Scale CPSB 12: Ksh. 22,270 X 1,040 - 23,310 X 1,070 - 24,380 X 1,090 - 25,470 X 1,110 26,580 X 1,120 - 27,700 X 1,150 - 28,850 X 1,170 - 30,020 p.m**

**Duties and Responsibilities**

Preparing and service of patient food and ration as per hospital menu; Ensuring food and personal safety; Ensuring daily cleanliness of hospital kitchen; Maintaining an occurrence book; Participating in receiving of food and ration from the store

### **Requirements for Appointment**

For appointment to this grade, a candidate must have:-

- i Certificate in Catering Services/Food and Beverage Production, Sales and Service from a recognized institution; and
- ii Possess a valid food handler's medical certificate
- iii At least 1 year working experience in a similar field
- iv Certificate in computer application skills.

### **Core Skills**

- . Team playing skills
- . Accuracy
- . Care for resources

**SENIOR MORTICIAN III, JOB GRADE CPSB 14 FOUR (4) POSTS ADVERT NO: NCG/CPSB/35/22**

**Terms Of Service: Permanent and Pensionable**

**Salary Scale: CPSB 14: Ksh. 16,890 x 680 - 17,570 x 700 - 18,270 x 780 - 19,050 x 800 - 19,850 x 950 - 20,800 p.m.**

### **Duties and Responsibilities**

This will be the entry and training grade for this cadre. An officer at this level will work under supervision of a senior officer. Duties and responsibilities at this level will entail:- Picking bodies from wards; admission of bodies to mortuary; recording and documenting data; identifying medico-legal cases; preparing bodies for burial including embalming; cleaning and dressing body; beautification-shaving, cosmetic/make-ups and plaiting; assisting pathologist in Autopsy/post-mortems; cleaning of mortuary and equipment and instruments used in the mortuary; harvesting of body organs, fingerprints, fluids and specimens for forensic study; and helping relatives in the identification of unknown bodies.

### **Requirements for Appointment**

For appointment to this grade, a candidate must have:-

- i. Kenya Certificate of Secondary Education Mean Grade D (plain) or any other equivalent qualification from a recognized institution;
- ii. Certificate in Mortician Course lasting not less than six (6) months from a recognized institution; and
- iii. Certificate in computer application skills.

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Interested and qualified persons are requested to make their applications in written by completing one

(1) application for employment form serial number NRK-CPSB (2)2016 (REV. 2021). The form can be downloaded from the Narok County Government website <http://www.narok.go.ke>

Please note,

Candidates should not attach any documents to the application form; ALL the details requested in the advertisement should be filled on the form.

- Only shortlisted and successful candidates will be contacted.
- Canvassing in any form will lead to automatic disqualification.
- Shortlisted candidates shall be required to produce original and copies of their National Identity Card, academic and professional certificates and transcripts, KRA, HELB, EACC and CRB clearances and Certificate of good conduct during the interviews.
- Serving officers shall be required to produce the original letter of appointment to their current substantive post during the interview.

The Narok CPSB is committed to availing equal employment opportunities to all Kenyans. People with disabilities, the marginalized and the minorities are encouraged to apply. All applications should be sent or hand delivered in a sealed envelope on or before **17<sup>th</sup> June, 2022** addressed to:

**The Board Secretary/CEO  
Narok County Public Service Board  
P.O Box 545-2050  
NAROK**