

REPUBLIC OF KENYA



**NAROK COUNTY GOVERNMENT
PUBLIC SERVICE BOARD**

VACANT POSITIONS IN THE NAROK COUNTY GOVERNMENT PUBLIC SERVICE.

The Narok County Public Service Board wishes to recruit competent and qualified persons to fill the following positions as per the Constitution of Kenya 2010 Article 176 and the County Government Act No. 17 of 2012 section 45 and 59.

DEPARTMENT OF EDUCATION, YOUTH AFFAIRS, SPORTS, GENDER & SOCIAL SERVICES

INSTRUCTORS III (ICT) –SIX (6) POSTS

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

Duties and responsibilities at this level will involve theoretical and practical instruction in areas of specialization; preparing and maintain scheme of work, lesson plans, lesson notes, teaching and learning materials and trainees records; carrying out trainees assesement;preparing trainees discipline; providing guidance and leadership to newly deployed instructors;lising with relevant industries for trainees attachment; supervising trainees on industrial attachement and guiding and counselling trainees

Requirement for appointment

For appointment to this grade, an officer must have;

- i. A minimum of Diploma in Information communication Technology (ICT) from recognized institutions or its equivalent.
- ii. Certificate in computer application will be an added advantage
- iii. Demonstrate merit and ability as reflected in work performance and results

INSTRUCTORS III (FASHION DESIGN) –ONE (1) POSTS

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

Duties and responsibilities at this level will involve theoretical and practical instruction in areas of specialization; preparing and maintain scheme of work, lesson plans, lesson notes, teaching and learning materials and trainees records; carrying out trainees assesement;preparing trainees discipline; providing guidance and leadership to newly deployed instructors;lising with relevant

industries for trainees attachment; supervising trainees on industrial attachments and guiding and counselling trainees

Requirement for appointment

For appointment to this grade, an officer must have;

- i. A minimum of Diploma in Fashion Design or Clothing and Textile from recognized institutions or its equivalent.
- ii. Certificate in computer application will be an added advantage
- iii. Demonstrate merit and ability as reflected in work performance and results

INSTRUCTORS III (MOTOR VEHICLE) –THREE (3) POSTS

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

Duties and responsibilities at this level will involve theoretical and practical instruction in areas of specialization; preparing and maintain scheme of work, lesson plans, lesson notes, teaching and learning materials and trainees records; carrying out trainees assesement;preparing trainees discipline; providing guidance and leadership to newly deployed instructors;lasing with relevant industries for trainees attachment; supervising trainees on industrial attachments and guiding and counselling trainees

Requirement for appointment

For appointment to this grade, an officer must have;

- i. A minimum of Diploma in Automotive Engineering from recognized institutions or its equivalent.
- ii. Certificate in computer application will be an added advantage
- iii. Demonstrate merit and ability as reflected in work performance and results

INSTRUCTORS III (BUILDING TECHNOLOGY) –ONE (1) POSTS

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

Duties and responsibilities at this level will involve theoretical and practical instruction in areas of specialization; preparing and maintain scheme of work, lesson plans, lesson notes, teaching and learning materials and trainees records; carrying out trainees assesement;preparing trainees discipline; providing guidance and leadership to newly deployed instructors;lasing with relevant industries for trainees attachment; supervising trainees on industrial attachments and guiding and counselling trainees

Requirement for appointment

For appointment to this grade, an officer must have;

- i. A minimum of Diploma in Building and construction from recognized institutions or its equivalent.
- ii. Certificate in computer application will be an added advantage
- iii. Demonstrate merit and ability as reflected in work performance and results

INSTRUCTORS III (HAIR DRESSING AND BEUTY THERAPY) –six (6) POSTS

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

Duties and responsibilities at this level will involve theoretical and practical instruction in areas of specialization; preparing and maintain scheme of work, lesson plans, lesson notes, teaching and learning materials and trainees records; carrying out trainees assesement;preparing trainees discipline; providing guidance and leadership to newly deployed instructors;liasing with relevant industries for trainees attachment; supervising trainees on industrial attachments and guiding and counselling trainees

Requirement for appointment

For appointment to this grade, an officer must have;

- (i) A minimum of Diploma in Hair Dressing and beauty Therapy from recognized institutions or its equivalent.
- (ii) Certificate in computer application will be an added advantage
- (iii) Demonstrate merit and ability as reflected in work performance and results

INSTRUCTORS III (FOOD TECHNOLOGY) –ONE (1) POSTS

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

Duties and responsibilities at this level will involve theoretical and practical instruction in areas of specialization; preparing and maintain scheme of work, lesson plans, lesson notes, teaching and learning materials and trainees records; carrying out trainees assesement;preparing trainees discipline; providing guidance and leadership to newly deployed instructors;liasing with relevant industries for trainees attachment; supervising trainees on industrial attachments and guiding and counselling trainees

Requirement for appointment

For appointment to this grade, an officer must have;

- (i) A minimum of Diploma in Food Technology from recognized institutions or its equivalent.
- (ii) Certificate in computer application will be an added advantage
- (iii) Demonstrate merit and ability as reflected in work performance and results

INSTRUCTORS III (PLUMBING TECHNOLOGY) –FOUR (4) POSTS

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

Duties and responsibilities at this level will involve theoretical and practical instruction in areas of specialization; preparing and maintain scheme of work, lesson plans, lesson notes, teaching and learning materials and trainees records; carrying out trainees assesement;preparing trainees discipline; providing guidance and leadership to newly deployed instructors;liasing with relevant

industries for trainees attachment; supervising trainees on industrial attachments and guiding and counselling trainees

Requirement for appointment

For appointment to this grade, an officer must have;

- iv. A minimum of Diploma in Plumbing Technology from recognized institutions or its equivalent.
- v. Certificate in computer application will be an added advantage
- vi. Demonstrate merit and ability as reflected in work performance and results

INSTRUCTORS III (ENTREPRENEURSHIP) –THREE (3) POSTS

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

Duties and responsibilities at this level will involve theoretical and practical instruction in areas of specialization; preparing and maintain scheme of work, lesson plans, lesson notes, teaching and learning materials and trainees records; carrying out trainees assesement;preparing trainees discipline; providing guidance and leadership to newly deployed instructors;liasing with relevant industries for trainees attachment; supervising trainees on industrial attachments and guiding and counselling trainees

Requirement for appointment

For appointment to this grade, an officer must have;

- (i) A minimum of Diploma in Entrepreneurship. From a recognized institutions or its equivalent.
- (ii) Certificate in computer application will be an added advantage
- (iii) Demonstrate merit and ability as reflected in work performance and results

INSTRUCTORS III (CARPENTRY AND JOINERY) –TWO (2) POSTS

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

Duties and responsibilities at this level will involve theoretical and practical instruction in areas of specialization; preparing and maintain scheme of work, lesson plans, lesson notes, teaching and learning materials and trainees records; carrying out trainees assesement;preparing trainees discipline; providing guidance and leadership to newly deployed instructors;liasing with relevant industries for trainees attachment; supervising trainees on industrial attachments and guiding and counselling trainees

Requirement for appointment

For appointment to this grade, an officer must have;

- (i) A minimum of Diploma in Appropriate Carpentry and joinery recognized institutions or its equivalent.
- (ii) Certificate in computer application will be an added advantage
- (iii) Demonstrate merit and ability as reflected in work performance and results

Interested and qualified persons are requested to make their applications in written by completing one (1) application for employment form serial number **NRK-CPSB (1)2016 (REV. 2021)**

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.

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.**

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.

Applications should reach the Board on or before **22 February 2023** addressed to:

The Board Secretary/CEO
Narok County Public Service Board
NOOLMONGI BUILDING MAU- NAROK ROAD, NAROK TOWN
P.O Box 545-20500
NAROK