

COUNTY GOVERNMENT OF KITUI

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Kitui County Public Service Board
Offices, Opposite KEFRI/JICA entrance,
P.O Box 33- 90200

KITUI II

KITUI COUNTY PUBLIC SERVICE BOARD

DECLARATION OF VACANCIES IN THE KITUI COUNTY PUBLIC SERVICE

Kitui County Public Service Board (CPSB) is a body corporate established under Section 57 of the County Governments Act, 2012 pursuant to Article 235 of the Constitution of Kenya 2010. Section 59 of the County Governments Act 2012 outlines the functions of the CPSB among them being “*appoint persons to hold or act in offices of the county public service including in the Boards of cities and urban areas within the County and to confirm appointments*”

Pursuant to the Kitui County Alcoholic Drinks Act, 2014 Section 8 (4) (d) and (5), Kitui County Gazette Supplement No. 20 (Acts No.9) of 10th October, 2014, Kitui County Alcoholic Drinks Control (Amendment) Bill, 2024 Section 7 (2) (D) and (3) Kenya Gazette Supplement No. 4 (Kitui County Bills No. 3) of 27th June, 2024, and the above constitutional and legal provision, Kitui CPSB invites applications from suitably qualified persons who wish to be considered for the positions listed below:

SUB COUNTY ALCOHOLIC DRINKS CONTROL COMMITTEE, SIXTEEN (16) POSTS

- i. Mwingi North Sub County – Two (2) Posts
- ii. Mwingi Central Sub County – Two (2) Posts
- iii. Mwingi West Sub County – Two (2) Posts
- iv. Kitui West Sub County – Two (2) Posts
- v. Kitui Rural Sub County – Two (2) Posts
- vi. Kitui Central Sub County – Two (2) Posts
- vii. Kitui East Sub County – Two (2) Posts
- viii. Kitui South Sub County – Two (2) Posts

Terms of Service: Three (3) year **contract** on such terms as may be specified in the instrument of appointment, eligible for re-appointment for one further term

Requirements for Appointment

- i. Be a Citizen of Kenya;
- ii. Must be of good reputation;
- iii. Hold at least a Diploma certificate;
- iv. Be a resident of the Sub County they are applying for; and
- v. Fulfill requirements of Chapter Six (6) of the Constitution of Kenya, 2010.

Duties and Responsibilities

- i. Issue licenses in accordance with this Act;
- ii. Facilitate citizen participation in matters related to alcoholic drinks control in accordance with legal framework for citizen participation established under the County Governments Act, Urban Areas and Cities Act or any other relevant legislation;
- iii. Shall be the enforcement committee for the purpose of enforcing this Act;
- iv. The committee may collaborate with the National Police Service in the performance of its enforcement roles; and
- v. Perform any other functions as may from time to time be assigned by the County Executive Committee Member.

How to Apply

Each application should be accompanied by detailed curriculum vitae, copies of relevant academic and professional certificates, National Identity Card or Passport, testimonials and other relevant supporting documents.

Applications should be submitted in a sealed envelope with the position **applied for clearly marked on the left side** and either hand delivered to the reception desk at the Kitui CPSB offices on Prisons Road, Kitui Town or posted to the following address:

The Board Secretary,
Kitui County Public Service Board,
P.O. Box 33-90200, Kitui.

Important information to all applicants

- Applications should reach the Secretary, County Public Service Board on or before **WEDNESDAY 26TH FEBRUARY, 2025;**
- Only shortlisted and successful applicants will be contacted;
- Shortlisted candidates **MUST** meet the requirements of Chapter Six of the Constitution of Kenya on leadership and integrity and will be required to produce clearance/compliance certificates from the following agencies:
 - a) Ethics and Anti-Corruption Commission
 - b) Higher Education Loans Board
 - c) Kenya Revenue Authority
 - d) Credit Reference Bureau
 - e) Directorate of Criminal Investigation
- Shortlisted candidates will be required to produce originals of their National Identity cards, birth certificates, academic and professional certificates, transcripts and testimonials during the interviews;
- It is a criminal offence to present fake certificates/documents; and
- Canvassing in any form will lead to automatic disqualification.

The County Government of Kitui is an equal opportunity employer and does not charge commission for its recruitment services. Qualified youth, women, persons with disability and those from minority and marginalized groups are encouraged to apply.

Affirmative action as stipulated in the Constitution shall be applied.