



**COUNTY GOVERNMENT OF VIHIGA  
OFFICE OF THE GOVERNOR  
P.O. BOX 344 – 50300  
MARAGOLI, KENYA**

**ADVERTISEMENT FOR VACANCIES**

**ADVERT No.038/01/2022 – VACANCIES FOR COUNTY EXECUTIVE COMMITTEE MEMBER**

The Office of the Governor wishes to consider applications from highly qualified and result-oriented Kenyan Citizens for appointment to the positions indicated below. Applicants should specify in their application letter the portfolio for which they wish to be considered for appointment:

1. Finance and Economic Planning
2. Public Service and Administration
3. Education and Technical Vocational Training
4. Agriculture, Livestock and Fisheries
5. Commerce, Tourism and Cooperatives
6. Environment, Water, Energy and Natural Resources
7. Gender, Culture, Youth, Sports and Social Services
8. Physical Planning, Lands, Housing and Urban Development
9. Transport and Infrastructure
10. Health Services

**REQUIREMENTS**

The qualifications and functions of the County Executive Committee Members are provided in Sections 35 and 36 of the County Government Act 2012. Successful candidates shall be required to appear before a committee of the County Assembly before appointment.

**HOW TO APPLY**

Applicants should submit their applications together with their detailed resumes and certified copies of their Academic and Professional certificates, Testimonials, National Identity Card/Passport and any other supporting documents to the undersigned on or before 15<sup>th</sup> September 2022.

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

**The County Secretary and Head of County Public Service  
County Government of Vihiga  
P.O. Box 344 – 50300  
Maragoli, Kenya**

Hard copies of applications should be delivered to the Office of the County Secretary, Ground Floor at County Government of Vihiga Headquarters in Mbale, between 8.00AM and 5.00PM on weekdays.



**COUNTY GOVERNMENT OF VIHIGA  
OFFICE OF THE GOVERNOR  
P.O. BOX 344 – 50300  
MARAGOLI, KENYA**

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

**ADVERT No.038/01/2022: VACANCIES FOR COUNTY EXECUTIVE COMMITTEE MEMBER**

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**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 and 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 of Kenya;
- Have knowledge, experience and distinguished career of not less than five years in the field relevant to the portfolio to which the person is seeking to be considered;
- Understand 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 leader;
- Have the ability to work in a multi-ethnic and multi-cultural environment with the 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 of Vihiga achieve her vision.

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

#### **HOW TO APPLY**

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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)

#### **NOTE:**

Any form of canvassing shall lead to automatic disqualification. Women, Minorities and Persons Living with Disability 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 a select committee of the County Assembly of Vihiga prior to their appointment.