

# COUNTY GOVERNMENT OF VIHIGA



## COUNTY PUBLIC SERVICE BOARD

P.O. BOX 880-50300 MARAGOLI

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### NOTICE OF THE RECONSTITUTION OF VIHIGA MUNICIPALITY MUNICIPAL BOARD

Vihiga Municipality was established pursuant to the provisions of the **Urban Areas and Cities Act** and conferred with status of municipality by H.E. The Governor, Dr. Wilber Khasilwa Ottichilo as provided in **Section 9(4) of the said Act**. The municipality is managed by the County Government under the department of Physical Planning, Lands, Housing & Urban Development.

**Section 12 of the Act** provides for the Structures and management of a municipality by a board while **section 14 of the said Act** provides for the composition of the board of a municipality and confers the power of appointing members of the board on the County Governor. H.E The Governor has requested the County Public Service Board to conduct the recruitment on his behalf and recommend names of successful candidates to the Assembly in accordance with **Section 6 of the Public Appointments (County Assemblies Approval) Act No. 5 of 2017**, before appointment as members of the Board of Vihiga Municipality.

Acting on the request of H.E. The Governor, Vihiga County Public Service Board invites applications from suitably qualified persons for appointment as members of the Board of Vihiga Municipality in the following two categories-

**CATEGORY 1-Under Section 14(2)(b)-POSITIONS-3** (Appointed by the Governor)

**CATEGORY 2-Under Section 14(2)(c)-POSITIONS-4** (Nominated by associations and appointed by the Governor)

The procedure for nomination under this category and the requirements to accompany the names of the nominees from the organizations are provided in subsections (3)(4) and (5) of Section 14 of the Act and have also been posted on the websites of the County Government and the County Public Service.

#### QUALIFICATIONS OF MEMBER OF THE BOARD

A person shall be qualified for appointment as a member of the board if that person-

- a) Holds at least a diploma from an institution recognized in Kenya;
- b) has a distinguished career in a medium level management position in either the private or public sector;
- c) holds at least five years' post-qualification professional experience;
- d) satisfies the requirements of Chapter Six of the Constitution;
- e) is ordinarily resident or has a permanent dwelling in the municipality; and
- f) carries on business in the municipality or has lived in the municipality for at least five years.

## **QUALIFICATIONS OF CHAIRPERSON AND VICE CHAIRPERSON OF THE BOARD**

The qualification for appointment as Chairperson and Vice-Chairperson shall be the same as those of member of the Board except for the requirement of the Chairperson and the Vice-Chairperson to hold at least a degree from an institution recognized in Kenya and at least ten years' post-qualification professional experience;

The Chairperson and Vice-Chairperson shall be elected from the members and by the members at the first sitting.

## **DISQUALIFICATION**

A person shall not be appointed as a member of the board if that person-

- a) Is an undischarged bankrupt;
- b) Has been removed from office for contravening the Constitution or any other law;
- c) Is not a citizen of Kenya; or
- d) Has, in the conduct of his or her affairs, not met any statutory obligations.

## **TENURE**

A member of a board shall hold office for a term of five years on part-time basis.

## **REMUNERATION**

A member of the board shall be paid allowances determined by the County Executive Committee in consultation with the Salaries and Remuneration Commission and the approval of the County Assembly.

## **FUNCTIONS**

Board members shall be collectively and individually responsible for the governance and management functions of a board provided in Section 20(1) of the same Act and also accessible on the County Government and County Public Service Board websites.

## **HOW AND WHERE TO APPLY:**

Applicants should submit their application letters together with curriculum vitae, academic and professional certificates and testimonials, as well as national identity card or passport and other relevant documents either electronically through the Vihiga County Public Service Board e-mail [cpsb@vihiga.go.ke](mailto:cpsb@vihiga.go.ke) or physically delivered to the **Vihiga County Public Service Board** offices, **Queens Arcade Block** along Kisumu-Kakamega Highway or through the post office using the address below. Applicants should clearly indicate the position applied for on top of the envelope addressed to:

**THE SECRETARY/CEO  
COUNTY PUBLIC SERVICE BOARD  
QUEENSACRCADE  
MBALE TOWN  
P.O BOX 880-50300  
MARAGOLI  
EMAIL: [cpsb@vihiga.go.ke](mailto:cpsb@vihiga.go.ke)**

Vihiga County is an equal opportunity employer and women, youth and people living with Disability are encouraged to apply. Applications should be received on or before **Wednesday 25<sup>th</sup> October 2023 at 5.00pm**. Only shortlisted candidates will be contacted.

