



COUNTY GOVERNMENT OF NYERI

P.O. BOX 90– 10100
Telephone 061 2030700

COUNTY PUBLIC SERVICE BOARD

RE: INTERNAL ADVERTISEMENT OF VARIOUS POSTS IN THE DEPARTMENT OF TRANSPORT, PUBLIC WORKS AND INFRASTRUCTURE

Applications are invited from suitably qualified serving officers in the County Government of Nyeri for the positions shown herein in the Department of Transport, Public Works and Infrastructure

Eligible applicants are requested to fill the Employment Form which can be downloaded from the County Website, www.nyeri.go.ke

Where applicable, the Board has granted a temporary waiver on the following requirements;

- a) Senior Leadership Development Program Certificate
- b) Management Course
- c) Supervisory skills course
- d) Cumulative years in the same Job Group.

The completed application form together with the Head of Department Recommendation, Staff Performance Appraisal Report for 2015/2016, letter of appointment/promotion to the current substantive grade and certified copies of academic and professional certificates should be sent or delivered to:

**THE SECRETARY,
NYERI COUNTY PUBLIC SERVICE BOARD,
KARSON'S PHOTO HOUSE KIMATHI STREET
P.O BOX 90-10100,
NYERI**

All applications should reach the Secretary on or before **8th November 2017**.

The positions are as follows:

**1) SENIOR PRINCIPAL SUPERINTENDING QUANTITY SURVEYOR JOB GROUP
'R'- 1NO. POST**

(a) Duties and Responsibilities

The officer will co-ordinate, supervise and direct all Architectural, Engineering and Quantity Surveying Services in the County.

Specific duties and responsibilities will include :-

- (i) Co-ordination of design and supervision of construction and maintenance of public buildings, civil and other public works.
- (ii) Responsible for research activities, administration and supervision of the County Architect, County Quantity Surveyor, County Structural Engineer and other staff working under him/her.

(b) Requirement for Appointment

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

- (i) Served in the grade of Principal Superintending Quantity Surveyor or in a comparable and relevant position in the public service for least three years (3No.);
- (ii) A Bachelor's Degree in building Economics/Quantity Surveying or its equivalent and relevant qualifications from a recognised institution;
- (iii) Been registered with the Board of Registration of Architects and Quantity Surveyors of Kenya as a Quantity Surveyor;
- (iv) Corporate membership of Institute of Quantity Surveyors of Kenya (IQSK) or Architectural Association of Kenya (AAK);
- (v) Attended a strategic leadership development course lasting not less than Six (6) weeks from a recognised Institution ; and
- (vi) Demonstrated a high degree of professional competence and administrative capability required for effective planning, direction control and co-ordination Quantity Surveying function.

**2) PRINCIPAL SUPERINTENDING QUANTITY SURVEYOR - JOB GROUP 'Q' –
1 NO. POST**

(a) Duties and Responsibilities

The officer will be the County Quantity Surveyor and his/her duties and responsibilities will entail;

- (i) Preparation of cost estimates; Bills of Quantities;
- (ii) Monthly valuation on site ;
- (iii) Site measurements;
- (iv) Preparation of variation orders and final accounts involving the implementation of development projects for various departments and government agencies.

In addition the officer will supervise the Quantity Surveying Services in the county and will be responsible for the administration and supervision of all staff working under him/her.

(b) Requirement for Appointment

- (i) Served in the grade of Chief Superintending Quantity Surveyor or comparable and relevant position in the Public Service for at least three (3) Years;
- (ii) A Bachelor Degree in Building Economics /Quantity Surveying or its equivalent and relevant qualifications from a recognized institution;
- (iii) Been registered with the Board of Registration of Architects and Quantity Surveyors of Kenya as a Quantity Surveyor;
- (iv) Corporate Membership of the Institute of Quantity Surveyors of Kenya (IQSK) or Architectural Association of Kenya (AAK);
- (v) Attended a Strategic Leadership Development Course lasting not less than Six (6) Weeks from a recognized institution;
- (vi) Demonstrated a high degree of professional competence and administrative capability required for effective planning, direction, control and coordination of quantity surveying function

**3) SENIOR PRINCIPAL SUPERINTENDING ARCHITECT JOB GROUP
'Q'- 1NO. POST**

(a) Duties and Responsibilities

The officer will be the County Architect and his/her duties and responsibilities will entail:-

Specific duties and responsibilities will include :-

- i) Management and co-ordination of work in the preparation of the scheme of designs;
- ii) Controlling of activities on site;
- iii) Supervision of project during construction and maintenance;
- iv) Monitoring of expenditure and liaising with client department on matters relating to design briefs and expenditure.

(b) Requirement for Appointment

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

- (i) Served in the grade of Chief Superintending Architect or in a comparable and relevant position in the public service for least three (3) years;
- (ii) A Bachelor's Degree in Architecture or its equivalent and relevant qualifications from a recognised institution;
- (iii) Been registered with the Board of Registration of Architects and Quantity Surveyors of Kenya as a Quantity Surveyor;
- (iv) Corporate membership of Architectural Association of Kenya (AAK); attended a Project Management Course lasting not less than four (4) weeks from a recognized institution;
- (v) Attended a strategic leadership development course lasting not less than Four (4) weeks from a recognised Institution ;
- (vi) Attended a Strategic Leadership Development Course lasting not less than Six (6) Weeks from a recognized institution; and
- (vi) Demonstrated general administrative ability required for direction, control and implementation of structural programmes including supervision of professional

and technical staff; and shown merit and ability as reflected in work performance and results

4) SENIOR SUPERINTENDING ENGINEER (MECHANICAL (BS) JOB GROUP 'N' (1 POST)

(a) Duties and Responsibilities

An officer at this level may be deployed in any of the units at the Headquarter or as County Mechanical Engineer. Duties and responsibilities will entail: design, Installation, repair and maintenance of air conditioning, refrigeration, heating equipments, fire fighting and other mechanical services in Government buildings; formulation and review of specifications for purchase of mechanical equipments; monitoring the execution of development projects and supervision and training of engineers and technical staff.

(b) Requirements for Appointment

For appointment to this grade, an officer must have:

- (i) served in the grade of superintending Engineer (Mechanical (BS)) or a comparable and relevant position in Public Service for at least (3) years;
- (ii) a Bachelor degree in Mechanical Engineering or any other relevant and equivalent qualification from a recognized institution;
- (iii) been registered by the Engineers Registration Board of Kenya;
- (iv) Corporate Membership with the institution of Engineers of Kenya (IEK);
- (v) attended a Project Development and Management course lasting not less than four (4) weeks from a recognized institution;
- (vi) Attended a Management course lasting not less than four (4) weeks from a recognized institution.
- (vii) Demonstrated general administrative ability required for direction, control and implementation of Mechanical building services programme.