



COUNTY GOVERNMENT OF NYERI

P.O. BOX 90– 10100
Telephone 061 2030700

COUNTY PUBLIC SERVICE BOARD

ADVERTISEMENT

The County Government of Nyeri wishes to recruit competent and qualified person to fill the following positions:

1. COUNTY DIRECTOR, ALCOHOLIC DRINK CONTROL AND MANAGEMENT J.G “R”

Reporting to the County Executive Secretary Legal Affairs, Public Administration, Information and Communication, the officer will be responsible of the following:

- a) Ex-Official Member and Secretary to the County Alcoholics Drinks Regulation Committee
- b) Administration of the Alcoholics Drinks Control and Management Fund
- c) Supporting and facilitating County and Sub County Alcoholics Drinks Regulation Committee in carrying out the functions
- d) Carrying out Public Education on Alcoholics Control in the county directly and in collaboration with other public or private bodies and institutions
- e) Facilitating citizen participation in matters related to Alcoholics Drinks Control in accordance with established laws
- f) Facilitating and promoting in collaboration with other county and National Government institutions the establishment of treatment and rehabilitation facilities and programmes
- g) Carrying out research directly or in collaboration with other institutions and serve as the repository of data and statistics related to Alcoholics Drinks Control
- h) Developing in collaboration with other relevant County and National Government departments strategies and plans for implementation of the County Alcoholic Drinks and Management Act
- i) Advising the Executive Member on the exercise on County Policy and laws to be adopted in regard to the production, manufacture, sale and consumption of alcoholic drinks

- j) In collaboration with other relevant county departments, prepare and submit reports as per requirements of applicable laws
- k) Monitoring and evaluating the implementation of this County Alcoholic Drinks and Management Act
- l) Carrying out such other roles as may be assigned by Executive Member

Requirements for Appointment

The candidate must:

- a) Be a Kenyan Citizen.
- b) Be a holder of a Bachelors Degree in Management, Public Administration or any other relevant social sciences from a recognized University in Kenya.
- c) Have relevant experience of not less than **seven (7)** in Public/Senior Administration and Management.
- d) Satisfy the requirements of Chapter six (6) of the Constitution on Leadership and integrity.

A post graduate qualification in a relevant field and proven experience in a regulatory framework will be an added advantage.

Salary and benefits: As per Salaries and Remuneration Commission.

Terms: Contract

NOTE

- i. Applicants **MUST** attach their C.V together with **certified** copies of the following documents:
 - Academic and Professional Certificates and other testimonials.
 - National Identity Card
 - Certificate of Good conduct from the Criminal Investigation Department (C.I.D).
 - A certificate from a recognized Credit Reference Bureau (C.R.B).
 - Clearance from the Higher Education Loans Board (H.E.L.B).
 - Clearance certificates from Ethics & Anti-Corruption Commission (E.A.CC).
 - Tax compliance certificate from Kenya Revenue Authority (K.R.A).
- ii. The Nyeri County Government is an equal opportunity employer.
- iii. Qualified persons from any part of the country are encouraged to apply.
- iv. Women who meet the specified requirements are encouraged to apply.
- v. Persons living with Disability who meet the specified requirements are also encouraged to apply.

HOW TO APPLY

Written applications, together with the required documents should be sent 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 28th September 2017.

Via postal service, courier service or hand delivered

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