



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 a competent and qualified person to fill the following positions:

a. FIRE-ENGINE DRIVERS, Job Group 'F' - 8 posts

DUTIES AND RESPONSIBILITIES

Reporting to the Chief Officer, the Officer will be responsible for the following duties:

1. Responding to fire and emergency calls in order to prevent and/or minimize loss of life, property or injury.
2. Safely and efficiently driving the fire engine to the scene of fire in response to an emergency.
3. Operating the fire engine pumps and other fire/rescue apparatus safely and efficiently.
4. Making routine daily checks and inspection of the fire engine to ensure it is in sound mechanical condition.
5. Ensuring general routine maintenance of the fire engine and equipment in line with the manufacturer's specifications.
6. Perform all functions of a fire fighter.
7. Any other duties that may be assigned by the immediate supervisor

REQUIREMENTS FOR APPOINTMENT

The candidate must:

1. Be a Kenyan citizen
2. Be a holder of a Kenya Certificate of Secondary Education / O-level education; (minimum grade D-)
3. Possess a valid motor vehicle driving license class BCE;
4. Have minimum one (1) year proven experience in fire engine driving and operating of firefighting equipment for the fire-engine drivers;
5. Have proven experience in managing disasters;

6. Be physically and medically fit as certified by a Government Doctor;
7. Have knowledge of the Traffic Act and other related regulations;
8. Be a holder of a firefighting/rescue service certificate or relevant Certificate from an institution recognized in Kenya;
9. Possess a First Aid Certificate lasting not less than one week from St. John's Ambulance or Kenya Institute of Highways and Building Technology (KIHBT) or any other recognized Institution
10. Certificate of vehicle mechanics / maintenance and repair will be an added advantage;
11. Former members of the disciplined forces and the NYS who have undergone firefighting training or ex-fire fighters will have an added advantage

Salary and benefits: As per the guidelines provided by the Salaries and Remuneration Commission.

Terms: three years contract (renewable based on performance)

b. FIRE-MEN /WOMEN, Job Group 'F' – eight (8) posts

DUTIES AND RESPONSIBILITIES

Reporting to the Chief Fire Officer, the Officer will be responsible for the following duties:

1. Operating firefighting appliances and communication equipment.
2. Performing specialized functions in preparing and responding to fire and emergency calls in order to prevent and/or minimize loss of life, property or injury as a result of fire.
3. Responding to emergency calls with utmost speed and efficiency;
4. Safeguarding their own and other people's personal safety at all times;
5. Assisting in rescue operations;
6. Inspection and maintenance of appliances and equipment and ensuring they are in good repair in accordance with county firefighting policies and procedures
7. Any other duties that may be assigned by the immediate supervisor.

REQUIREMENTS FOR APPOINTMENT

The candidate must:

1. Be a Kenyan citizen
2. Be a holder of a Kenya Certificate of Secondary Education / O-level education; (minimum grade D-)
3. Have Fireman III Certificate from a recognized fire services training school / institution;
4. Have a First Aid Certificate lasting not less than one week from St. Johns Ambulance or Kenya Institute of Highways and Building Technology (KIHBT) or any other recognized Institution;

5. Have minimum one (1) year proven experience in in fire-fighting and operation of fire-fighting equipment;
6. Proven experience in managing disasters;
7. Be physically and medically fit as certified by a Government Doctor;
8. Former members of the disciplined forces and the NYS who have undergone firefighting training or ex-fire fighters will have an added advantage

Salary and benefits: As per the guidelines provided by the Salaries and Remuneration Commission.

Terms: three years contract (renewable based on performance)

c. Nyeri Municipal Manager, Job Group ‘Q’ – 1 post

DUTIES AND RESPONSIBILITIES

Reporting to the Municipal Board, the Municipal Manager will be responsible for the functions provided in the Urban Areas and Cities Act 2015 which include but are not limited to:

- Developing policies, plans, strategies and programs for approval by the Board in consultation with the County Executive Committee
- Formulation and implementation of Integrated Development Plans as guided by the Municipal Board County Executive Committee
- Development and management of schemes, including site developments in collaboration with relevant national and county agencies
- Implementation of national and county legislation
- Implementation of Board policies on control of land use, land subdivision, land development and zoning by the public and private sector.
- Promoting infrastructural development and service delivery within the municipality
- Management and administration in accordance with the Urban Areas and Cities Act and all other relevant laws
- Implementation and monitoring of performance management systems: and
- Implementation of any other Municipal Board decision.
- Any other duties as may be assigned by the Municipal Board

REQUIREMENTS FOR APPOINTMENT

The candidate must:

- 1) Be a Kenyan citizen.
- 2) Hold a Bachelor’s Degree in Urban Management, Public Administration, Business Management or any other relevant Degree from a university recognized in Kenya
- 3) Possession of a relevant Master’s Degree would be an added advantage

- 4) Have proven experience in a senior position in administration or management in the public or private sector for a term not less than five (5) years.
- 5) Satisfy the requirements of Chapter six (6) of the Constitution on Leadership and integrity
- 6) Officers serving in the public sector within the county will have an added advantage

Salary and benefits: As per the guidelines provided by the Salaries and Remuneration Commission.

Terms: Contract

NOTES

- 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).
 - Tax compliance certificate from Kenya Revenue Authority (K.R.A).
- ii. The County Government of Nyeri is an equal opportunity employer. Qualified persons from any part of the country are encouraged to apply.

HOW TO APPLY

Written applications, together with the required documents should be delivered or sent by 10th August 2018 to:

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