



COUNTY GOVERNMENT OF NYERI

P.O. BOX 90– 10100
Telephone 061 2030700

COUNTY PUBLIC SERVICE BOARD

RE: INTERNAL ADVERTISEMENT

Applications are invited from suitably qualified and serving employees in the County Government of Nyeri to serve in the following posts:

1. Department of Water and Irrigation

- Director Of Water And Irrigation Job Group “R” –One (1) Post

2. Department of Health Services

- Support Staff/Mortuary Attendant (2b) Job Group “E” (1) Post

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

The completed application form together with the Head of Department Recommendation, Staff Performance Appraisal Report for 2019/2020, 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,
P.O BOX 90-10100,
NYERI
CELLPHONE: 0745342000 / 0733977003**

All applications should reach the Secretary on or before **27th November 2020 at 5.00 pm**

1. DEPARTMENT OF WATER & IRRIGATION SERVICES, NYERI COUNTY

- **Director of Water and Irrigation –One (1) Post Job Group R**

Reporting to the Chief Officer

a) Duties and Responsibilities

- Coordination and management of water and irrigation projects in the county
- Carrying out feasibility studies and research activities for various aspects of water, sewerages, and hydraulic systems
- Supervising the construction of water and sewerage works undertaken directly or by contract
- Formulating standards for irrigation and water management
- Interpreting and guiding the implementation of policies and programmes for irrigation and water management
- Establishing Irrigation and Water Management Information Systems for effective decision making, organizing, and facilitating irrigation and water management training programmes.
- Performing any other duty as may be assigned by the supervisor

b) Requirements for appointment

- Bachelor's degree in any of the following disciplines: - Civil Engineering or Agricultural Engineering, Horticulture, Agronomy, Agricultural Economics, Agribusiness, Agricultural Resources Management, or Irrigation Engineering from a recognized institution.
- Minimum experience of seven (7) years in a relevant field in the public service.
- Master's degree in a relevant field will be an added advantage
- Certificate in senior management course lasting not less than four (4) weeks from a recognized institution
- Proficiency in Computer Application.
- Demonstrate a high degree of administrative capability, technical and professional competence as reflected in work performance and results
- Satisfy the requirement of Chapter Six of the Constitution Of Kenya 2010 on Leadership and Integrity

2. DEPARTMENT OF HEALTH SERVICES

- **Support Staff /Mortuary Attendant (2b) Job Group 'E' (1) Post**

(a) Duties and Responsibilities

- Collecting and receiving bodies within the hospital and outside through the prescribed procedures.
- Recording bodies received.
- Washing, embalming, and refrigeration of bodies.
- Scrubbing and assisting in post mortems
- Counseling the believed family
- Releasing the bodies to the relatives as per the laid procedures
- Performing any other duty as may be assigned by the supervisor

(b) Requirements for appointment

- At least three (3) years of relevant work experience in a busy mortuary or a relevant field in the county public service of Nyeri.
- KCE Division IV/KCSE D(Plain)
- Certificate of Good Conduct
- Training in embalming and grief Counseling will be an added advantage

Salary: **As per the Salary &Remuneration Commission**

Contract: **Three (3) years contract.**