

THE REPUBLIC OF KENYA



THE CONSTITUTION OF KENYA, 2010

THE PUBLIC SERVICE COMMISSION ACT, 2017 (No. 10 of 2017)

CALL FOR APPLICATIONS FOR THE POSITIONS OF VICE-CHAIRPERSON AND MEMBERS OF THE PUBLIC SERVICE COMMISSION

Pursuant to the provisions of Article 233 of the Constitution, as read together with Section 11 (1) of the Public Service Commission Act, 2017; and in accordance with the procedure set out in Paragraphs 1 (1) and 1 (5) of the Schedule to the Act, the Selection Panel invites applications from suitably qualified persons for consideration with regard to nomination in the following positions within the Public Service Commission:

Designation	No. of Vacancies	Effective date
Vice-Chairperson	1	8 th January, 2019
Member	7	8 th January, 2019

A: QUALIFICATIONS FOR APPOINTMENT

1. Vice-Chairperson of the Commission

For appointment as the Vice-Chairperson, the applicant must:

- i) be a citizen of Kenya;
- ii) hold a degree from a university recognized in Kenya;
- iii) have at least ten years experience in their respective profession;
- iv) have at least six years experience in a managerial position either in the public or private sector;
- v) meet the requirements of leadership and integrity in Chapter Six of the Constitution; and
- vi) demonstrate a high degree of professional competence, communication skills, fairness, good temperament, good judgment and commitment to the public service.

2. Member of the Commission

For appointment as a Member, the applicant must:-

- (a) be a citizen of Kenya;
- (b) hold a degree from a university recognized in Kenya;
- (c) have at least ten years experience in their respective profession;

- (d) meet the requirements of leadership and integrity in Chapter Six of the Constitution; and
- (e) demonstrate a high degree of professional competence, communication skills, fairness, good temperament, good judgment and commitment to the public service.

B. GROUNDS FOR DISQUALIFICATION

A person is not eligible for appointment as a Vice-Chairperson or Member of the Commission if such person—

- 1. has, at any time within the preceding five years, held office, or stood for election as—
 - (i) a member of Parliament or of a county assembly; or
 - (ii) a member of the governing body of a political party; or
- 2. holds any State office; or
- 3. is, or has at any time been, a candidate for election as a member of Parliament or of a county assembly; or
- 4. is, or has at any time been, the holder of an office in any political organization that sponsors or otherwise supports, or has at any time sponsored or otherwise supported, a candidate for election as a member of Parliament or of a county assembly; or
- 5. is an undischarged bankrupt; or
- 6. has been removed from office for contravening the provisions of the Constitution or any law.

NOTE: Paragraphs (1) (3) and (4) cease to apply to a person after two general elections for Parliament have been held since the person ceased to be such a candidate or office holder.

C. TENURE OF APPOINTMENT

A single non-renewable term of six (6) years.

D. TERMS OF SERVICE

- (i) Full –time;
- (ii) Shall not hold any other office or employment for profit whether public or private;
- (iii) Remuneration and benefits will be as set out by the Salaries and Remuneration Commission *vide* Gazette Notice No. 6517 of 8th August, 2017 and circulars issued thereof.

Gross Monthly Remuneration: (KShs.) 650,000

E. How to Apply

- I.** Applications should be accompanied by a detailed curriculum vitae, certified true copies of academic and professional certificates, National Identity Card or Passport, together with testimonials and other relevant supporting documents.
- II.** Applications should be clearly and appropriately marked as follows;
- a)** **"Application for the position** of the **Vice-Chairperson** of the Public Service Commission"; or
- b)** **"Application for the position** of **Member** of the Public Service Commission".
- III.** All applications should be addressed to:

The Chairperson
Selection Panel for the Selection of Nominees for Appointment
of Vice-Chairperson and Members of the Public Service
Commission
P.O. Box 62345-00200
NAIROBI.

- IV.** All applications should be delivered in any one of the following ways:

(a) Hand Delivery to :

Third Floor, Room 304
Harambee House
Harambee Avenue
NAIROBI.

(Monday – Friday between 8:00 am - 5.00 pm.)

(i) Online through:

Email to:

pas@cabinetoffice.go.ke

(Scanned and certified copies of all the requisite documents must accompany an online application.)

(ii) The Post Office in ordinary or registered mail.

NOTE:

- (i) Names of the Applicants and the interview schedule of those shortlisted shall be published in the Kenya Gazette, Public Service Commission (PSC) website (www.publicservice.go.ke) and two daily newspapers after the expiry of the of the application time.
- (ii) Shortlisted candidates shall be required to produce originals of their National Identity Card, academic and professional certificates, transcripts and testimonials during the interview.
- (iii) Further to (ii) above, shortlisted candidates will be required to present clearance from the following Institutions during the interview, namely:
- Kenya Revenue Authority (Tax Compliance Certificate);
 - Higher Education Loans Board (Clearance Certificate);
 - Ethics and Anti-Corruption Commission (Self- Declaration Form);
 - Credit Reference Bureau (Credit Report and Certificate of Clearance);
 - and
 - Police Clearance Certificate
- (iv) Canvassing for this position will lead to automatic disqualification.
- (v) Note that, it is a criminal offence to produce fake certificates during the interview or to impersonate.
- (vi) Candidates so nominated shall be required to go through the National Assembly for vetting and approval pursuant to **Public Appointments (Parliamentary Approval) (Act No. 33 of 2011)**.
- (vii) It is the responsibility of the applicant to ensure that his/her application reaches the Chairperson of the Selection Panel on Time.

"Persons living with Disabilities, Women, Youth, persons from minority and/or marginalized groups who meet the requirements of the advertised positions are encouraged to apply"

All applications should reach the Chairperson of the Selection Panel not later than **Friday the 12th October, 2018 at 5.00 P.M (East African Time)**.

Ms. Muthoni Kimani, MBS
Chairperson,
Selection Panel for the selection of nominees
for appointment as the Vice-Chairperson and
Members of the Public Service Commission.