



PUBLIC SERVICE COMMISSION

Our Vision

"A citizen-centric public service".

Our Mission

"To reform and transform the public service for efficient and effective service delivery".

VACANCIES FOR THE CHAIRPERSON AND MEMBER OF THE UNIVERSAL SERVICE ADVISORY COUNCIL

THE KENYA INFORMATION AND COMMUNICATIONS (AMENDMENT) ACT, 2013

THE KENYA INFORMATION AND COMMUNICATIONS ACT (No. 2 of 1998)

PURSUANT to Section 102K (7) of the Kenya Information and Communications (Amendment) Act, 2013, the Public Service Commission declares one (1) vacancy in the position of Chairperson and five (5) vacancies in the position of Member of the Universal Service Advisory Council.

Applications are therefore, invited from suitably qualified Kenyans wishing to be considered for nomination to the post of Chairperson or Member of the Universal Service Advisory Council.

1. REQUIREMENTS FOR APPOINTMENT

For appointment to the positions of Chairperson or Member of the Universal Service Advisory Council, a person should:

- (i) be a Kenyan citizen; and

- (ii) have knowledge or experience in the field of broadcasting; telecommunication; postal systems; Information Technology; Finance or any other relevant field.

Duties and Responsibilities

The role of the Universal Service Advisory Council is to:

- (i) advise the Communications Authority of Kenya;
- (ii) provide strategic policy guidance for the administration and implementation of the Universal Service Fund; and
- (ii) perform any other functions as the Board of Directors of Communication Commission of Kenya may assign.

2. HOW TO APPLY

- a) Pursuant to the provisions of section 102K (8) of the Act, applications may be submitted to the Public Service Commission within seven (7) days of this notice and may be made by:
 - (i) any qualified person; or
 - (ii) any person, organization or group of persons proposing the nomination of any qualified person.
- b) Applicants may submit manual (hard copy) or electronic (online) applications.
- c) All applications should be submitted together with detailed curriculum vitae, a copy of ID/Passport, copies of academic certificates, testimonials and any other relevant supporting documents.
- d) Manual applications should be submitted in a sealed envelope clearly marked:

“Application for Chairperson, Universal Service Advisory Council
or “Application for Member, Universal Service Advisory Council”
and addressed to:

THE SECRETARY/CEO
PUBLIC SERVICE COMMISSION
COMMISSION HOUSE
P.O. BOX 30095-00100
NAIROBI

- e) Hard copy (Manual) applications may be posted to **OR** hand delivered and signed for at the Public Service Commission Secretary's/CEO's Office on 4th Floor, Commission House, off Harambee Avenue.
- f) Online applications may be submitted via email to usac2020@publicservice.go.ke
- g) Further information can be obtained from the Public Service Commission's website www.publicservice.go.ke

3. APPLICANTS ARE REQUIRED TO:

- (i) note that names of all applicants shall be published in the Kenya Gazette, daily newspapers of national circulation and on the Public Service Commission's website;
- (ii) note that the names of shortlisted applicants invited for interview shall be published in the Kenya Gazette, daily newspapers of national circulation and on the Public Service Commission's website;
- (iii) present **originals** of the following documents during the interview if shortlisted:
 - a) National Identity Card
 - b) Academic and professional certificates and transcripts;
 - c) Any other supporting documents and testimonials; and
 - d) Valid and current clearances from the following bodies:
 - Kenya Revenue Authority;
 - Ethics and Anti-Corruption Commission;
 - Higher Education Loans Board;
 - Any of the Registered Credit Bureaus; and
 - Directorate of Criminal Investigations (Police Clearance Certificate).
- (iv) submit recommendations from relevant professional bodies (where applicable).

All applications should reach the Public Service Commission on or before **8th June, 2020** latest by **5.00 p.m.** (East African Time).

**SECRETARY/CEO
PUBLIC SERVICE COMMISSION**