

REPUBLIC OF KENYA

THE CONSTITUTION OF KENYA, 2010

THE PUBLIC SERVICE COMMISSION ACT, 2017

**CALL FOR APPLICATIONS FOR THE POSITION OF CHAIRPERSON
OF THE PUBLIC SERVICE COMMISSION**

Pursuant to the Provisions of Article 233 of the Constitution and Section 11(1) of the Public Service Commission Act, 2017, the Selection Panel invites applications from suitably qualified persons to be considered for nomination for appointment to the position of Chairperson of the Public Service Commission.

For appointment to this Position, a Candidate 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;
- vi) demonstrate a high degree of professional competence, communication skills, fairness, good temperament, good judgment and commitment to the public service; and,
- vii) be subject to Article 233 (3) and (4) of the Constitution.

Duties and Responsibilities

The Chairperson of the Public Service Commission shall:

- a) ensure that the Commission is functioning effectively;
- b) chair Commission Board meetings;

- c) establish the agenda for Commission Secretary;
- d) ensure that the Commission's decisions are implemented;
- e) ensure that the business of the Commission is well organized and that the Commission discharges its duties smoothly and efficiently;
- f) ensure that all the members are fully involved and informed of any business issues on which a decision has to be taken;
- g) be the spokesperson for the Commission;
- h) ensure that the Commission regularly evaluates its work;
- i) work closely with the Commission Secretary to ensure that at all times the Commissioners are appropriately facilitated to perform their duties; and,
- j) perform any other functions and exercise any other powers conferred by Article 234 of the constitution and legislation.

Terms of Service

- i) The Chairperson of the Public Service Commission shall hold office for a term of six (6) years and shall not be eligible for re-appointment.
- ii) The gross monthly salary attached to this post is Kshs. 640,680/.

How to Apply

- a) Each application should be accompanied by detailed curriculum vitae, copies of relevant academic and professional certificates, National Identity Card or Passport, testimonials and other

relevant supporting documents. Scanned copies of these documents must be attached to online applications.

- b) All applications should be clearly marked “**Application for the Position of Chairperson of the Public Service Commission**” and submitted in any of the following:
- i) Written applications should be hand delivered to The Office of the President, Harambee House, Harambee Avenue, Third Floor, Room 304.
 - ii) Online applications should be emailed to pscchair.selection@gmail.com
 - iii) Posted applications should be addressed to:

The Secretary,
Selection Panel for the Chairperson of the Public Service Commission,
P.O. Box 62345-00200
NAIROBI

c) Names of all applicants and interview schedules of those shortlisted will be published in the daily newspapers and the Public Service Commission website www.publicservice.go.ke after the closure of the advertisement.

d) Interested applicants are expected to obtain clearance from the following bodies:

- Kenya Revenue Authority
 - Higher Education Loans Board
 - Ethics and Anti-Corruption Commission
 - Credit Reference Bureau
 - Directorate of Criminal Investigation (Police Clearance Certificate).
- i) **Canvassing for this position will lead to automatic disqualification and prosecution.**

“Women, minorities, marginalized and persons with disabilities are encouraged to apply”

All applications should reach the Selection Panel by 5.00p.m. East African time on 18th May 2018.

Further information can be obtained from the Public Service Commission website www.publicservice.go.ke

**Ms. Muthoni Kimani, MBS
Chairperson,
Selection Panel for the appointment of the Chairperson of the Public Service Commission.**