

REPUBLIC OF KENYA



PUBLIC SERVICE COMMISSION

Our Vision

“To be the lead service Commission in the provision, management and development of competent human resource for the Public Service”.

Our Mission

“To transform the public service to become professional, efficient and effective for the realization of national development goals”.

I. VACANT POSITIONS IN THE PUBLIC SERVICE

Applications are invited from qualified candidates for the positions shown below.

V/NO.	POST	MINISTRY	JOB GROUP	NO. OF VACANCIES
38/2017	Senior Assistant Director, National Registration (Fingerprints)	Interior and Coordination of National Government	Q	5
39/2017	Senior Assistant Director, Immigration Services		Q	8
40/2017	Senior Chief Finance Officer/Senior Deputy Director of Budget	National Treasury	S	4
41/2017	Chief Finance Officer/Deputy Director of Budget		R	16
42/2017	Deputy Chief Finance Officer/Senior Assistant Director of Budget		Q	12
43/2017	Finance Officer III		J	120
44/2017	Children Officer II	East African Community, Labour and Social Protection	J	32
45/2017	Social Development Officer II		J	30
46/2017	Assistant Engineer II (Roads)	Transport, Infrastructure, Housing and Urban Development	K	12
47/2017	Assistant Engineer II (Mechanical)		K	20
48/2017	Assistant Engineer II (Materials)		K	16
49/2017	Lecturer II		K	14
50/2017	Chemist		K	4
51/2017	Inspector (Mechanical-Motor Vehicle and Plant)		H	5
52/2017	Inspector (Roads)		H	2
53/2017	Inspector (Electrical - Motor Vehicle & Plant)		H	5

54/2017	Instructor III		H	19
55/2017	Laboratory Technologist III		H	43
56/2017	Works Secretary		T	1
57/2017	Chief Engineer, Mechanical (Building Services)		S	1
58/2017	Senior Principal Superintending Engineer (Mechanical -Building Services)		R	5
59/2017	Principal Superintending Engineer (Mechanical-Building Services)		Q	10
60/2017	Principal Superintending Engineer (Electrical)		Q	4
61/2017	Senior Principal Superintending Engineer (Structural)		R	3
62/2017	Principal Superintending Engineer (Structural)		Q	7
63/2017	Senior Principal Superintending Fire Officer		R	1
64/2017	Principal Superintending Fire Officer		Q	3
65/2017	Senior Deputy Director, Physical Planning	Land and Physical Planning	S	1
66/2017	Deputy Director, Physical Planning		R	3
67/2017	Senior Assistant Director of Physical Planning		Q	5
68/2017	Director of Renewable Energy	Energy and Petroleum	S	2
69/2017	Deputy Director of Renewable Energy,		R	
70/2017	Senior Assistant Director of Renewable Energy		Q	5
71/2017	Chief Engineer (Mechanical)		S	1
72/2017	Senior Principal Superintending Engineer (Mechanical)		R	1
73/2017	Principal Superintending Engineer (Mechanical)		Q	2
74/2017	Chief Engineer (Electrical)		S	1
75/2017	Senior Principal Superintending Engineer (Electrical)		R	2
76/2017	Principal Superintending Engineer (Electrical)		Q	2
77/2017	Chief Geologist		S	2
78/2017	Senior Principal Superintending Geologist		R	2
79/2017	Principal Superintending Geologist		Q	4

80/2017	Senior Principal Superintending Geologist		R	3
81/2017	Principal Superintending Geologist		Q	4

The details of the posts and mode of application can be accessed on the Commission's website.

Interested and qualified persons are requested to make their applications as follows:

(i) Online through the Commission website: www.publicservice.go.ke or jobs portal: www.psckjobs.go.ke

OR

(ii) By completing **ONE** PSC 2 (Revised 2016) application form. The form may be downloaded from the Commission website.

Completed applications should be sent to:

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

So as to reach the Commission **on or before 15th June, 2017.**

**SECRETARY/CEO
PUBLIC SERVICE COMMISSION**

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Completed applications should be sent or delivered to:

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

Please Note

- (i) Candidates should **NOT** attach any documents to the application form. ALL the details requested in the advertisement should be filled on the form. It is an offence to include incorrect information in the application. Details of academic and professional certificates not obtained by closure of the advert should not be included.
- (ii) Only shortlisted and successful candidates will be contacted.
- (iii) Canvassing in any form will lead to automatic disqualification.
- (iv) The Public Service Commission is committed to implementing the provisions of the Constitution - Chapter 232 (1) on fair competition and merit, representation of Kenyans diverse communities and affording equal employment opportunities to men and women, members of all ethnic groups and persons with disabilities. **THEREFORE, PEOPLE WITH DISABILITIES, THE MARGINALIZED AND THE MINORITIES ARE ENCOURAGED TO APPLY.**
- (v) **Shortlisted candidates** shall be required to produce **originals** of their National Identity Card, academic and professional certificates and transcripts during interviews. It is a criminal offence to present fake certificates.
- (vi) Serving officers shall be required to produce the **original letter of appointment** to their current substantive post during the interview.

Applications should reach the Commission **on or before 15th June, 2017.**

VACANCIES IN THE MINISTRY OF INTERIOR AND COORDINATION OF NATIONAL GOVERNMENT

SENIOR ASSISTANT DIRECTOR, NATIONAL REGISTRATION (FINGERPRINTS) - FIVE (5) POSTS - V/No.38/2017

Basic Salary Scale: Ksh.89, 748 - Ksh.120,270 p.m.

(Job Group 'Q')

For appointment to this grade, a candidate must have:

- (i) served for a cumulative period of fifteen (15) years, three (3) of which should have been at the grade of Principal Fingerprint Officer, Job group 'N' and above or in a comparable and relevant position in the in the Public Service;
- (ii) a Bachelor's degree in any of the following disciplines:- Forensic Science, Criminology, Security and Disaster Management, Information Science, Information Communication Technology, Anthropology, Library and Archival Science, Sociology, Psychology, Government/Political Science, Community Development, Conflict Management, Development Studies, Cultural Studies or Communication from a university recognized in Kenya;
- (iii) a Master's degree in any of the following disciplines:- Forensic Science/Investigation, Criminology, Security and Disaster Management, Armed Conflict and Peace Studies, Information Communication Technology, Business Administration or Information Science from a university recognized in Kenya;
- (iv) attended a Strategic Leadership course in a recognized university;
- (v) been gazetted as a Fingerprint Officer;
- (vi) passed Departmental Fingerprint Technology Examination Papers 'A' 'B' & 'C';
- (vii) attended a departmental Advanced Fingerprint course lasting not less than two (2) weeks; and
- (viii) thorough understanding of the Registration of Persons Act (Cap 107), related Acts, registration procedures and related government regulations.

Duties and Responsibilities

Specific duties and responsibilities include:

- (i) Overseeing cross referencing of detected double, multiple and illegal registration of national identity cards;
- (ii) coordinating validation of automated searches involving fingerprints;
- (iii) collaborating with security agencies and other stakeholders in combating and controlling illegal entry of persons into the country;

- (iv) liaising and collaborating with relevant training institutions on the planning, designing, implementing, monitoring and evaluating training programs for fingerprint for fingerprint personnel;
- (v) initiating and formulating fingerprints operational procedures;
- (vi) initiating the adoption of new technologies in the provision of fingerprint services; and
- (vii) designing public outreach programs in fingerprint services.

SENIOR ASSISTANT DIRECTOR, IMMIGRATION SERVICES - EIGHT (8) POSTS
V/No.39/2017

Basic Salary Scale: Kshs.89,748 - Ksh.120,270 p.m. - (Job Group 'Q')

For appointment to this grade, a candidate must have:

- (i) served for a minimum period of three (3) years in the grade of Assistant Director of Immigration, Job Group 'P';
- (ii) a Bachelor's degree in any of the following disciplines: Public Administration, Sociology, Information Technology, Economics, Business Administration, Anthropology, Public Policy and Administration, International Relations, Government/Political Science, Criminology, History, Education, Linguistics, Communication Studies, Human Resource Management, Governance and Ethics or Psychology from a university recognized in Kenya;
- (iii) a Master's degree in Public Administration, Sociology, Information Technology, Economics, Business Administration, Anthropology, Public Policy and Administration, International Relations, Government/Political Science, Criminology, History, Education, Linguistics, Communication Studies, Human Resource Management, or Psychology from a university recognized in Kenya;
- (iv) attended a Strategic Leadership course in a recognized institution; and
- (v) shown administrative ability and merit as reflected in work performance results.

Duties and Responsibilities

Specific duties and responsibilities include:

- (i) initiating development and review of immigration policies and strategies
- (ii) coordinating the implementation of policies relating to immigration documents, border management, law enforcement or citizenship;
- (iii) collaborating with security agencies and other stakeholders in immigration policy implementation;
- (iv) developing guidelines for delivery of immigration Services;

- (v) undertaking consular duties and functions such as processing passports, visa and facilitating issuance of certificate of good conduct, birth certificates and other documents;
- (vi) recommending, granting and revocation of Kenyan Citizen to the Citizen Advisory Committee;
- (vii) analyzing information related to declaration and removal of prohibited immigrants to the Prohibited Immigrants Committee; and
- (viii) ensuring safe custody of immigration records.

VACANCIES IN THE NATIONAL TREASURY

SENIOR CHIEF FINANCE OFFICER/ SENIOR DEPUTY DIRECTOR OF BUDGET - FOUR (4) POSTS - V/No.40/2017

Basic Salary Scale: Ksh.120,270 - Ksh.180,660 p.m.

(Job Group 'S')

For appointment to this grade, a candidate must have:

- (i) served for a minimum period of two (2) years in the grade of Chief Finance Officer/Deputy Director of Budget, Job Group 'R';
- (ii) a Bachelor's degree in any of the following disciplines: Commerce (Finance Option), Economics, Business Administration, Business Management or Finance from a university recognized in Kenya;

OR

- any other Bachelor's degree from a university recognized in Kenya plus Certified Public Accountant II (CPA II) qualification;
- (iii) a Master's degree in Business Administration (MBA), Economics, Finance, Commerce or in any other finance related discipline from a university recognized in Kenya;
- (iv) shown outstanding capability in financial management; and
- (v) demonstrated understanding of national development goals, policies and objectives, national values and principles of governance.

NOTE: Possession of a strategic leadership course from a recognized institution will be considered an added advantage

Duties and Responsibilities

An officer at this level will be deployed in the Budget Department at the National Treasury, or in a Ministry/State Department as a head of Finance Department;

Specific duties and responsibilities at the National Treasury include:

- (i) coordinating the development of budget policy, budget systems and reforms;

- (ii) coordinating the overall resource allocation in line with national policy;
- (iii) coordinating capacity building in the Finance units/Budget department;
- (iv) coordinating the linkage of the overall budget to the sectoral and ministerial cash plans; and
- (v) undertaking risk assessment on overall budget policy.

Specific duties and responsibilities at the Ministry/State Department include:

- (i) developing budgetary requirements and coordinate the activities of the department.
- (ii) scheduling of expenditures consistent with work plans;
- (iii) contract liability projections for the identification and budgeting of contractual and legal financial obligations;
- (iv) budget planning, preparation and implementation;
- (v) coordinating the preparation of annual work plans, procurement plans and cash management;
- (vi) advising the accounting officer on financial management matters;
- (vii) coordinating the preparation of the Ministerial Public Expenditure reviews and the sector reports; and
- (viii) undertaking risk assessment and management of the Budget.

**CHIEF FINANCE OFFICER/ DEPUTY DIRECTOR OF BUDGET - SIXTEEN (16) POSTS
V/No.41/2017**

Basic Salary Scale: Ksh.109,089 - Ksh.144,928 p.m.

(Job Group 'R')

For appointment to this grade, a candidate must have:

- (i) served for a cumulative period of twelve (12) years, three (3) of which should have been in the grade of Senior Principal Finance Officer/ Assistant Director of Budget, Job Group 'P' and above or in comparable relevant positions in the Public Service;
- (ii) a Bachelor's degree in any of the following discipline: Commerce (Finance Option), Economics, Business Administration, Business Management or Finance from a university recognized in Kenya;

OR

- any other Bachelor's degree from a university recognized in Kenya plus Certified Public Accountant II (CPA II) qualification;
- (iii) a Master's degree in Business Administration (MBA), Economics, Finance, Commerce or in any other Financial related discipline from a university recognized in Kenya;
- (iv) shown outstanding capability in Financial Management; and
- (v) demonstrated understanding of national development goals, policies, objectives and national values and principles of governance.

NOTE: Possession of a strategic leadership course from a recognized institution will be considered an added advantage

Duties and Responsibilities

An officer at this level will be deployed as a head of Finance Department in a Ministry/State Department or in the Budget Department at the National Treasury.

At the Ministry/State Department, the officer will be responsible for:

- (i) developing budgetary requirements for the department;
- (ii) ensuring systematic expenditures consistent with work plans;
- (iii) developing contract liability projections for the identification and budgeting of contractual and legal financial obligations;
- (iv) budget planning, preparation and implementation;
- (v) coordinating the preparation of annual work plans, procurement plans and cash management;
- (vi) advising the accounting officer on financial management matters; and
- (vii) coordinating the preparation of the Ministerial Public Expenditure reviews and the sector reports.

Specific duties and responsibilities at the National Treasury include:

- (i) coordinating the allocation of resources among a number of ministries through public sector process;
- (ii) providing leadership in budget management;
- (iii) taking charge of all matters pertaining to the budget, including preparation, printing and submission of the estimates to Parliament;
- (iv) dealing with parliamentary questions and issues pertaining to expenditure, monitoring and control;
- (v) advising the Treasury on Budget management; and
- (vi) assessing the risk involved in new and existing budget policies.

DEPUTY CHIEF FINANCE OFFICER/ SENIOR ASSISTANT DIRECTOR OF BUDGET - TWELVE (12) POSTS - V/No.42/2017

Basic Salary Scale: Ksh.89,748 - Ksh.120,270 p.m.

(Job Group 'Q')

For appointment to this grade, a candidate must have:

- (i) served for a cumulative period of twelve (12) years, three (3) of which should have been in the grade of Principal Finance Officer/Principal Budget Officer, Job Group 'N' and above or in comparable and relevant positions in the Public Service;

- (ii) a Bachelor's degree in any of the following discipline: Commerce (Finance Option), Economics, Business Administration, Business Management or Finance from a university recognized in Kenya;

OR

- any other Bachelor's degree from a university recognized in Kenya plus Certified Public Accountant II (CPA II) qualification;
- (iii) a Master's degree in Business Administration (MBA), Economics, Finance, Commerce or in any other Financial related discipline from a university recognized in Kenya;
- (iv) shown outstanding capability in Financial Management; and
- (v) demonstrated understanding of national development goals, policies and objectives, national values and principles of governance.

NOTE: Possession of a strategic leadership course from a recognized institution will be considered an added advantage

Duties and Responsibilities

An officer at this level will be deployed as a head of Finance Department in a Ministry/State Department or in the Budget Department at the National Treasury.

Specific duties and responsibilities at the Ministry/State Departments include:

- (i) controlling of budgetary commitments;
- (ii) financial evaluation and processing of major policy changes (i.e. changes with substantial financial implications);
- (iii) incorporating State Corporations budgets and other agencies funded in the parent Ministry/Departments budget;
- (iv) release of funds for State Corporations and monitoring the use of the financial resources;
- (v) monitoring and servicing of guaranteed loans by State Corporations and taking follow up action on the recovery of funds owed to the Government;
- (vi) monitoring and review of programme implementation and taking corrective measures;
- (vii) issuance of Authority-to incur Expenditure (AIE) to various spending points, particularly to the sub-counties and ensuring that AIEs are consistent with quarterly ceilings; and
- (viii) undertaking risk management.

Specific duties and responsibilities at the National Treasury

- (i) coordinating overall budget preparation of Sector and Ministerial levels;
- (ii) financial evaluation and processing of major policy changes;
- (iii) developing improved budget practices and systems within the public service;

- (iv) monitoring and reviewing of financial and physical implementation of projects and programmes and initiating corrective action;
- (v) initiating policy changes with regard to the overall expenditure patterns;
- (vi) coordinating proposals for release of exchequer;
- (vii) facilitating budget implementation and execution by ministries/ departments and agencies (MDAs);
- (viii) reviewing project proposals and recommendation for funding;
- (ix) analyzing quarterly and annual ministerial budget performance reports; and
- (x) undertaking risk analysis in budget management.

FINANCE OFFICER III - ONE HUNDRED AND TWENTY (120) POSTS - V/No.43/2017

Basic Salary Scale: Ksh.24,662 - Ksh.29,918 p.m. Job Group 'J'

For appointment to this grade a candidate must have in possession of either:

- (i) Bachelor's degree in any of the following areas: Commerce (Finance Option), Economics, Business Administration, Business Management or Finance;
- OR**
- (ii) Any other relevant Bachelor's degree with Certified Public Accountant II (CPA II) qualification.

Duties and Responsibilities

This is the entry and training grade for the Finance/Budget Officers cadre. An officer at this level will work under a more senior officer. Specific duties and responsibilities at this level will include:

- (i) Compiling and formatting financial estimates
- (ii) Taking initial action and budget monitoring; and
- (iii) Preparing reports and briefs on budgetary policy issues.

MINISTRY OF EAST AFRICAN COMMUNITY, LABOUR AND SOCIAL PROTECTION - STATE DEPARTMENT FOR SOCIAL PROTECTION

CHILDREN OFFICER II - THIRTY TWO (32) POSTS -V/No.44/2017

Basic Salary Scale: Ksh.24,662 - Ksh.29,918 p.m - Job Group 'J'

For appointment to this grade, an officer must have a Bachelor's Degree in the following disciplines:- Sociology, Guidance and Counseling, Psychology and Criminology from a university recognized in Kenya.

Duties and Responsibilities

This is the entry grade in this cadre. An Officer at this level will work under the close supervision of a senior officer. Duties and responsibilities will entail: -

- (i) rescuing children from hostile environments;
- (ii) preparing and generating children welfare related reports;
- (iii) creating awareness and Advocacy on Children Services;
- (iv) visiting homes to conduct interviews and compile reports for presentation to courts of law;
- (v) collecting data on children welfare matters;
- (vi) identifying and committing Children to safe places; and
- (vii) receiving and recording complaints and any other reports regarding violation of children rights.

SOCIAL DEVELOPMENT OFFICER II - THIRTY (30) POSTS - V/No.45/2017

Basic Salary Scale: Ksh.24,662 - Ksh.29,918 P.M

Job Group 'J'

For appointment to this grade, a candidate must have a Bachelor's degree in any of the following disciplines:- Sociology, Social Work, Community Development, Anthropology, Business Administration/Management, from a university recognized in Kenya.

Duties and Responsibilities

This is the entry point for Social Development Officers. An officer at this level will perform duties of limited scope and will closely work with a more experienced officer. Duties and responsibilities will include:-

- (i) working with communities to identify and mobilize local resources for the implementation of development projects;
- (ii) guiding communities develop Community Action Plans (CAPs);
- (iii) liaising with local communities and other development agencies in implementing community development programmes;
- (iv) identifying self-help groups and community based organizations for registration;
- (v) collecting social development related data for planning;
- (vi) guiding communities and self-help groups to identify their social economic needs; and
- (vii) mobilizing communities to implement their development projects; and mainstreaming disability in programmes and projects.

VACANCIES IN THE MINISTRY OF TRANSPORT, INFRASTRUCTURE, HOUSING AND URBAN DEVELOPMENT

STATE DEPARTMENT FOR INFRASTRUCTURE

ASSISTANT ENGINEER II (ROADS) - TWELVE (12) POSTS - V/No.462015

Basic Salary Scale: Ksh. 31,020 –Ksh.41, 590 pm

(Job Group 'K')

For appointment to this grade, a candidate must have:

- (i) a Bachelor's degree in Civil Engineering from a university recognized in Kenya; and
- (ii) been registered by Engineers Registration Board of Kenya as a Graduate Engineer.

Duties and Responsibilities

This is the entry and training grade for this cadre. An officer at this level will work under the guidance of a senior officer. Duties and responsibilities will include: Preliminary design, supervision of construction and maintenance of classified and unclassified roads.

ASSISTANT ENGINEER II (MECHANICAL) - TWENTY (20) POSTS - V/No.47/2017

Basic Salary Scale: Ksh.31,020 - Ksh.41, 590 pm

(Job Group 'K')

For appointment to this grade, a candidate must have:

- (i) a Bachelor's degree in Mechanical Engineering from a university recognized in Kenya; and
- (ii) been registered by Engineers Registration Board of Kenya as a Graduate Engineer.

Duties and Responsibilities

This is the entry and training grade for this cadre. An officer at this level will work under close supervision and guidance of a senior officer. Duties and responsibilities will include:

- (i) preparing drawings and design for manufacture and fabrication of tools, equipment and machine/plant/vehicle components; and
- (ii) repairing and preparing maintenance schedule for vehicles and plant and machinery.

ASSISTANT ENGINEER II (MATERIALS) - SIXTEEN (16) POSTS - V/No.48/2017

Basic Salary Scale: Ksh.31,020 - Ksh. 41, 590 pm

(Job Group 'K')

For appointment to this grade, a candidate must have:

- (i) a Bachelor's degree in Civil Engineering from a university recognized in Kenya; and
- (ii) been registered by Engineers Registration Board of Kenya as a Graduate Engineer.

Duties and Responsibilities

This is the entry and training grade for this cadre. An officer at this level will work under the guidance of a senior officer. Duties and responsibilities will include:

- (i) investigations on materials and structure foundations;
- (ii) survey and analysis of traffic and axle load;
- (iii) design and monitoring of road pavements; and
- (iv) supervision of construction and maintenance of classified and unclassified roads.

LECTURER II - FOURTEEN (14) POSTS - V/No.49/2017

Basic Salary Scale: Ksh.31,020 -Ksh.41, 590 pm (Job Group 'K')

For appointment to this grade a candidate must have a Bachelor's degree in any of the following disciplines: Civil Engineering, Mechanical Engineering, Electrical Engineering or Construction Management from a university recognized in Kenya

Duties and Responsibilities

This is the entry and training grade for this cadre. Duties and responsibilities will include:

- (i) teaching in the area of specialization;
- (ii) preparing schemes of work, lesson plans, teaching materials and aids;
- (iii) setting and making course work/examination in the area of specialization, conducting; and
- (iv) assessing practical projects for the trainees under the guidance of a senior lecturer in the department.

CHEMIST - FOUR (4) POSTS - V/No.50/2017

Basic Salary Scale: Ksh.31,020 - Ksh.41, 590 pm, (Job Group 'K')

For appointment to this grade, a candidate must have a Bachelor of Science degree in any of the following disciplines:- Chemistry, Food Science and Technology, Forensic Science, Biochemistry or Environmental Science from a university recognized in Kenya.

Duties and Responsibilities

This is the entry and training grade for this cadre. An officer at this level will work under the guidance of a more experienced officer. Specific duties and responsibilities will include:-

- (i) screening and receiving materials for analysis;

- (ii) storing, retrieving and issuing out materials of analysis;
- (iii) sampling at various sites and carrying out field tests;
- (iv) preparing reagents for analysis;
- (v) maintaining records; and
- (vi) carrying out relevant laboratory analysis of samples.

INSPECTOR (MECHANICAL-MOTOR VEHICLE AND PLANT) - FIVE (5) POSTS V/No.51/2017

Basic Salary Scale: Ksh.19, 323 - Ksh. 24, 662 pm (Job Group 'H')

For appointment to this grade, a candidate must have:

- (i) a Diploma in Automotive or other approved equivalent qualification from a recognized institution; and
- (ii) a valid Driving License.

Duties and Responsibilities

This is the entry and training grade into this cadre. An officer at this level will be based in the Central/Regional Workshop/Sub County Workshops and will be attached to a small motor vehicle or plant repair section. The officer will be supervised by a senior officer.

Duties and responsibilities include:

- (i) repair and maintenance of motor vehicles and plant;
- (ii) inspect, and test vehicles and plant;
- (iii) inspect and test vehicles and equipment before and after repairs;
- (iv) conduct proficiency test for drivers.

INSPECTOR (ROADS) - TWO (2) POSTS - V/No.52/2017

Basic Salary Scale: Ksh.19,323 - Ksh.24, 662 pm - (Job Group 'H')

For appointment to this grade, a candidate must have:

- (i) Kenya Certificate of Secondary Education mean grade C with C- or above in both Mathematics and Physics; and
- (ii) a Diploma in Civil Engineering from a recognized institution.

Duties and Responsibilities

This is the entry and training grade for this cadre. An officer at this level will work under a senior officer. Duties and responsibilities will include:-

- (i) supervising and controlling of all road works within the officer's area of jurisdiction;

- (ii) assisting in the selection and location of suitable materials for road works;
- (iii) preparing and maintaining masters rolls, paysheets, stores ledgers, tools and plant ledgers, logsheets and tickets, daily activity cards and any other records; and
- (iv) preparing work programmes in liaison with the divisional officers.

INSPECTOR (ELECTRICAL - MOTOR VEHICLE & PLANT- FIVE (5) POSTS
V/No.53/2017

Basic Salary Scale: Ksh.19, 323 - Ksh.24, 662 p.m.

(Job Group 'H')

For appointment to this grade, a candidate must have a;

Diploma in Automotive /Mechanical Engineering from a recognized Institution.

OR

a Technician Certificate Part III in Mechanical Engineering or Automotive Engineering from a recognized institution.

Duties and Responsibilities

This is the entry and training grade for this cadre. An officer at this level will be deployed in the Central/Regional/Sub County workshops and will work under a senior officer.

Duties and responsibilities will include:

- (i) servicing and carrying out minor repairs on electrical components such as alternators, generators, starter motors, small battery charging units, condensers
- (ii) maintenance and repair of motor vehicle, plant batteries and carrying out fitting of electrical components and electrical wiring.

INSTRUCTOR III - NINETEEN (19) POSTS - V/No.54/2017

Basic Salary Scale: Ksh.19, 323 - Ksh.24, 662 pm (Job Group 'H')

For appointment to this grade, a candidate must have a;

Diploma in any one of the following fields: Civil Engineering, Highways Engineering, Building, Surveying, Architecture, Electrical Engineering, Mechanical Engineering, Automotive Engineering, or Institutional Management from a recognized institution;

OR

Diploma in Mechanical Engineering with driver instructors' certificate from a recognized institution in the case of Driving Instructors;

Duties and Responsibilities

This is the entry and training grade for Instructor's cadre. Duties and responsibilities entails:

- (i) maintenance of machines and equipment and preparing them for use in instructional duties in the relevant field under the guidance of a senior instructor; and
- (ii) preparing lesson plans, instructing, assessing and marking practical work for students.

LABORATORY TECHNOLOGIST III - FOURTY THREE (43) POSTS - (SCIENCE - 11 POSTS / CIVIL - 32 POSTS) - V/No.55/2017

Basic Salary Scale: Ksh.19, 323 - Ksh.24, 662 pm (Job Group 'H')

For appointment to this grade, a candidate must have a;

Diploma in any of the following fields:-Applied Science(Chemistry, Analytical Chemistry, Industrial Chemistry or Physics) from a recognized institution

OR

Diploma in Building/Civil Engineering, Earth Science or Technology from a recognized institution; and

Duties and Responsibilities

This will be the entry and training grade for this cadre. An officer at this level will work under the supervision and guidance of a more senior and experienced officer. Duties and responsibilities will entail:

- (i) collecting, registering, drilling cores analyzing sample;
- (ii) carrying out simple field investigations;
- (iii) undertaking analytical and/or diagnostic work on materials, geological concrete, water, rock, and bitumen samples; and
- (iv) maintaining of laboratory equipment for scientific and civil engineering work.

STATE DEPARTMENT FOR PUBLIC WORKS

WORKS SECRETARY - ONE (1) POST - V/No.56/2017

Basic Salary Scale: Ksh.152,060 - Ksh.302,980 p.m. (Job Group 'T')

For appointment this grade, a candidate must have:

- (i) served for a cumulative period of twenty (20) years, three (3) of which should have been in the grade of Senior Principal Superintending Engineer (Electrical, Mechanical, Building Services or Structural), Quantity Surveyor, or Architect, Job Group 'R' and above or in a comparable and relevant position in the Public Service;
- (ii) a Bachelor's degree in any of the following disciplines: Land Economics/Quantity Surveying, Architecture, Civil Engineering, Mechanical Engineering (Building services)

or any other relevant and equivalent qualification from a university recognized in Kenya;

- (iii) registered with Professional bodies such as Body of Registration of Architects and Quantity Surveyors of Kenya (BORAQS) and Engineers Registration Board of Kenya (ERB).
- (iv) attended a Strategic Leadership course from a recognized institution;
- (v) demonstrated a high degree of professional competence, administrative capacity required for effective planning, directing, controlling and coordinating building development programmes.
- (vi) a thorough understanding of National goals, policies and programmes and the ability to successfully play part in their implementation.

NOTE: possession of a Master's degree in a relevant field will be considered an added advantage.

Duties and Responsibilities

An officer at this level shall be the Principal advisor to the Principal Secretary on all matters relating to the formulation of policies necessary for the development and maintenance of buildings and other public works and promulgation and administration of such policies.

Specific duties and responsibilities include:

- (i) directing and coordinating of the Professional, Technical and Administrative activities related to the implementation of development and maintenance works.
- (ii) appointing of Project Managers Representative (PMR)
- (iii) overseeing the planning, Development and Maintenance of Buildings and other public works.
- (iv) preparing, controlling and superintendence of the sectors annual development and recurrent estimates of expenditure.
- (v) developing of linkages with the roads and building sub sectors and related activities.
- (vi) co-coordinating of registration of consultants and contractors.
- (vii) monitoring the implementation and progress of reforms in buildings and other Public Works sub sectors; and
- (viii) preparing, upgrading and reviewing of legislation pertaining to Works sub sector.

Basic Salary Scale: KSH. 120,270 - 180,660 p.m.

(Job Group 'S')

For appointment to this grade, a candidate must have:

- (i) served for a cumulative period of eighteen (18) years, three of which should have been in the grade of Principal Superintending Engineer (Mechanical), Job Group 'Q' and above or in a comparable and relevant position in the Public Service.
- (ii) a Bachelor's degree in Mechanical Engineering or any other relevant and equivalent qualification from a university recognized in Kenya;
- (iii) been registered by the Engineers Registration Board of Kenya;
- (iv) Corporate Membership with the Institution of Engineers of Kenya (IEK);
- (v) attended a Project Development and Management course lasting not less than four (4) weeks from a recognized Institution;
- (vi) attended a Strategic Leadership Course from a recognized Institution;
- (vii) demonstrated a high degree of professional competence, administrative capability required for effective planning, direction, control and coordination of building services development programmes; and
- (viii) a thorough understanding of National goals, policies and programmes and the ability to translate them to the building services engineering functions.

NOTE: possession of a Master's degree in a relevant field will be considered an added advantage.

Duties and Responsibilities

The Chief Engineer (Mechanical [BS]) is the head of the Mechanical Department (Building Services) and is responsible to the Works Secretary for the review and formulation of mechanical and fire policies, planning, construction and maintenance fire and mechanical services in government institutions and sites. Specific duties and responsibilities include:

- (i) formulating policy and developing standards in fire and mechanical building services.
- (ii) overall responsibility for design, installation and maintenance of fire and mechanical engineering services in all government buildings and institutions;
- (iii) coordinating implementation of operational policies and guidelines in conjunction with other departmental heads;
- (iv) providing advice and assistance to other Ministries and Government Statutory Boards on matters relating to fire and mechanical building services;
- (v) securing and managing financial support for engineering services development plans;

- (vi) formulating and implementing departmental policy matters and general administration of the department; and
- (vii) overseeing the financial and asset management issues of the department.

SENIOR PRINCIPAL SUPERINTENDING ENGINEER (MECHANICAL- BUILDING SERVICES) - FIVE (5) POSTS - V/No.58/2017

Basic Salary Scale: Ksh.109,089 - Ksh.114,928 p.m. (Job Group 'R')

For appointment to this grade, a candidate must have:

- (i) served for a cumulative period of fifteen (15) years, three of which should have been in the grade of Chief Superintending Engineer (Mechanical), Job Group 'P' and above or in a comparable and relevant position in the Public Service;
- (ii) a Bachelor's degree in Mechanical Engineering or any other relevant and equivalent qualification from a university recognized in Kenya;
- (iii) been registered by the Engineers Registration Board of Kenya;
- (iv) Corporate Membership with the Institution of Engineers of Kenya (IEK);
- (v) attended a Strategic Leadership Course from a recognized Institution; and
- (vi) demonstrated general administrative ability required for direction, control and implementation of mechanical building services programmes.

NOTE: possession of a Master's degree in a relevant field will be considered an added advantage.

Duties and Responsibilities

An officer at this level may be deployed as a head of a Division at Headquarters. Duties and responsibilities include:

- (i) reviewing and updating policies, systems and procedures for design and installation of mechanical and fire services;
- (ii) formulating and reviewing general policies on procurement of spare parts to ensure efficiency in the repair and maintenance of all equipment and plant;
- (iii) overall planning, controlling and co-ordination of mechanical and fire engineering services designs, installation and maintenance;
- (iv) carrying out quality assurance of fire and mechanical services;
- (v) approval of consultants designs; and
- (vi) co-ordinating evaluation and monitoring adherence and compliance with the set commitments and indicators in the departmental performance contract.

PRINCIPAL SUPERINTENDING ENGINEER (MECHANICAL - BUILDING SERVICES) - TEN (10) POSTS - V/No.59/2017

Basic Salary Scale: Ksh.89,748 - Ksh.120,270 p.m. (Job Group 'Q')

For appointment to this grade, a candidate must have:

- (i) served for a minimum period of twelve (12) years, three (3) of which should have been in the grade of Senior Superintending Engineer (Mechanical), Job Group 'N' and above or in a comparable and relevant positions in the Public Service;
- (ii) a Bachelor's degree in Mechanical Engineering or any other relevant and equivalent qualification from a university recognized in Kenya;
- (iii) been registered by the Engineers Registration Board of Kenya;
- (iv) Corporate Membership with the Institution of Engineers of Kenya (IEK);
- (v) attended a Strategic Leadership Course from a recognized Institution; and
- (vi) demonstrated general administrative ability required for direction, control and implementation of mechanical building services programmes.

NOTE: possession of a Master's degree in a relevant field will be considered an added advantage.

Duties and Responsibilities

An officer at this level may be deployed as a head of a unit at Headquarters. Duties and responsibilities at this level include:

- (i) planning, controlling and co-ordinating mechanical engineering services design for government buildings and construction works;
- (ii) maintenance for mechanical and fire services in government institutions;
- (iii) checking and recommending for approval of engineering consultants' designs;
- (iv) evaluating, certifying and recommending fees submitted by consultants;
- (v) co-ordinating improvements of mechanical services of government buildings and installations; and
- (vi) undertaking research activities on mechanical services.

PRINCIPAL SUPERINTENDING ENGINEER (ELECTRICAL) - FOUR (4) POSTS V/No.60/2017

Basic Salary Scale: KSH. 89,748 - 120,270 p.m.

(Job Group 'Q')

For appointment to this grade, a candidate must have:

- (i) served for a cumulative period of twelve (12) years, three (3) of which should have been in the grade of Senior Superintending Engineer (Electrical), Job Group 'N' and above or in a comparable and relevant position in the Public Service;

- (ii) a Bachelor's degree in Electrical Engineering or any other relevant and equivalent qualification from a university recognized in Kenya;
- (iii) been registered by the Engineers Registration Board of Kenya;
- (iv) Current valid annual practicing Licence from the Engineers Registration Board of Kenya;
- (v) Corporate Membership with the Institution of Engineers of Kenya (IEK);
- (vi) attended a Strategic Leadership Course from a recognized Institution; and
- (vii) demonstrated general administrative ability required for direction, control and implementation of mechanical building services programmes.

NOTE: possession of a Master's degree in a relevant field will be considered an added advantage.

Duties and Responsibilities

An officer at this level may be deployed as a head of a Division at Headquarters or as a Regional Electrical Engineer. Duties and responsibilities include:

- (i) planning, controlling and coordinating electrical and electric designs for government building and construction works;
- (ii) ensuring repair and maintenance of electrical/electric installations in government institution;
- (iii) checking and recommending for approval of engineering consultants' designs;
- (iv) evaluation, certifying and recommending fees submitted by consultants;
- (v) co-ordination of improvements of electrical and electronic services, Rural Electrification programmes and lightning of government installation; and
- (vi) in-charge of the preparation and implementation of the department's performance reporting and appraisal systems.

SENIOR PRINCIPAL SUPERINTENDING ENGINEER (STRUCTURAL) - THREE (3) POSTS - V/No.61/2017

Basic Salary Scale: Ksh.109,089 - Ksh.144,928 p.m. (Job Group 'R')

For appointment to this grade, a candidate must have:

- (i) served for a cumulative period of fifteen (15) years, three (3) of which should have been in the grade of Chief Superintending Engineer, (Structural), Job Group 'P' and above or in a comparable and relevant position in the Public Service;
- (ii) a Bachelor's degree in Civil Engineering or its equivalent and relevant qualification from a University recognized in Kenya;
- (iii) been Registered with the Engineers Registration Board of Kenya (ERB);

- (iv) a Current valid annual Practicing license from the Engineers Registration Board of Kenya;
- (v) Corporate membership with the Institution of Engineers of Kenya (IEK);
- (vi) attended a Strategic Leadership Development Course from a recognized Institution; and
- (vii) demonstrated a high degree of professional competence and administrative capability required for effective planning, direction, control and coordination of structural and civil engineering development programmes.

NOTE: possession of a Master's degree in a relevant field will be considered an added advantage.

Duties and Responsibilities

An officer at this level may be deployed as a head of a Division at Headquarters. Duties and responsibilities at this level include monitoring and execution of the work in specialized fields of engineering in one of the following areas:

Structural

Specific duties and responsibilities include:

- (i) planning, design, supervision of construction, contracts, materials investigation and research related to buildings and other structures like swimming pools;
- (ii) direction, control and supervision of maintenance of various structures; and
- (iii) control and supervision of staff and financial control in the Division.

Marine

Specific duties and responsibilities include:

- (i) direction, control and supervision of design and construction.
- (ii) marine works which include interalia, river training, jetties, dockyard, seawalls, footbridges and entails planning, design, construction, contracts, materials investigation and research related to marine works.

Administration and Planning

Duties and responsibilities include:

- (i) administrative matters, procurement, financial control and supervision of staff;
- (ii) ensuring sufficiency of design and contract drawings;
- (iii) implementation of the specifications and quality control;
- (iv) formulation of design standards and procedures;
- (v) development of research on materials in buildings/civil and marine works technology; and

- (vi) registration of consulting engineers; registration of civil engineering contractors.
- (vii) research activities, administration and supervision of staff working under him/her.

PRINCIPAL SUPERINTENDING ENGINEER (STRUCTURAL) - SEVEN (7) POSTS V/No.62/2017

Basic Salary Scale: Ksh.89,748 - Ksh.120,270 p.m. (Job Group 'Q')

For appointment to this grade, a candidate must have:

- (i) served for a cumulative period of twelve (12) years, three (3) of which should have been in the grade of Senior Superintending Engineer (Structural), Job Group 'N' and above or in a comparable and relevant position in the Public Service;
- (ii) a Bachelor's degree in Civil Engineering or equivalent and relevant qualification from a university recognized in Kenya;
- (iii) been Registered with the Engineers Registration Board of Kenya (ERB);
- (iv) a Current valid annual Practicing license from the Engineers Registration Board of Kenya;
- (v) Corporate membership with the Institution of Engineers of Kenya (IEK);
- (vi) attended a strategic leadership course in a recognized Institution; and
- (vii) demonstrated a high degree of professional competence and administrative capability required for effective planning, direction, control and coordination of structural development programmes.

NOTE: possession of a Master's degree in a relevant field will be considered an added advantage.

Duties and Responsibilities

An officer at this level may be deployed as a head of a unit at Headquarters. Duties and responsibilities at this level will include monitoring and execution of the work in specialized fields of engineering in one of the following:

Building (Design and Construction)

- (i) being in charge of design team;
- (ii) dealing with structural design;
- (iii) detailing and supervision of Government buildings, hospitals, schools, housing estates and other structures in different materials and various forms of construction;
- (iv) distribution of the workload and supervision of execution; and

- (v) liaison with Architects and client Ministries on problems connected with projects under the department and also checking and monitoring work produced by consulting engineers

Marine

- (i) planning, design, detailing, preparation of specifications and bills of quantities, contract documents, supervision of bridges, jetties, seawall, dykes, berthing and docking facilities and other structures pertaining to sea, rivers and lakes;
- (ii) distribution of the workload and supervision of execution;
- (iii) preliminary and final estimates;
- (iv) financial control of projects and settlement of the contractual disputes;
- (v) liaison with client Ministries and Counties on technical problems in connection with the projects under the Department;
- (vi) checking and monitoring work prepared by consultant engineers;
- (vii) formulation of comprehensive training programmes for engineers;
- (viii) checking and certifying payment certificates and other contract documents in liaison with the Architects, Roads Engineers and Government agencies and advising on all problems involving structural, civil and marine engineering.

Civil

- (i) designing, detailing, preparation of the specifications, bill of quantities, supervision and maintenance of all civil works which include the sewerage disposal scheme, surface water disposal, roads, parking areas, paved areas for the Government buildings, prisons, schools, hospitals and military establishments;
- (ii) distribution of workload and supervision of execution;
- (iii) liaison with the Architects and client Ministries on problems connected with projects under the Department;
- (iv) checking and monitoring work produced by the consulting engineers;
- (v) co-ordination of planning and execution of the projects under the Ministry of Water and Irrigation and Counties;
- (vi) checking and certifying payment certificates and other contract documents in liaison with the Architects, Roads Engineers and Government agencies and advising on all problems involving structural, civil and marine engineering; and
- (vii) research activities, administration and supervision of all staff working under him/her.

SENIOR PRINCIPAL SUPERINTENDING FIRE OFFICER - ONE (1)POST V/No.63/2017

Basic Salary Scale: Ksh.109,089 - Ksh.144,928 p.m. (Job Group 'R')

For appointment to this grade, a candidate must have:-

- (i) served for a cumulative period of twelve (12) years in Fire Fighting or related field

- in the Public Service;
- (ii) Bachelor's degree in any of the following fields; Electrical Engineering, Mechanical Engineering, Disaster Management, Social Sciences, or equivalent and relevant qualification from a university recognized in Kenya;
 - (iii) attended a Project Development Management Course lasting not less than four (4) weeks from a recognized institution;
 - (iv) attended Strategic Leadership Course from a recognized institution; and
 - (v) demonstrated general administrative ability required for direction, control and implementation of fire services programmes.;

NOTE: possession of a Master's degree in a relevant field will be considered an added advantage.

Duties and responsibilities

The Senior Principal Superintending Fire Officer will head the fire services function and will be responsible to the Chief Engineer Mechanical (Building Services) for formulation and review of fire prevention and protection policies.

Specific duties and responsibilities include:

- (i) overall responsibility for fire services in all government buildings and institutions; providing direction, control and coordination of all fire designs and maintenance of fire prevention facilities in government institutions and installations;
- (ii) development of standards for fire services; provision of advice to government and other agencies on matters relating to fire services.
- (iii) implementation of strategic objectives; preparation and implementation of the performance appraisal systems and contracts; and
- (iv) overseeing budgetary and asset management for fire services.

PRINCIPAL SUPERINTENDING FIRE OFFICER - THREE (3) POSTS - V/No.64/2017

Basic Salary Scale: Ksh.89,748 - Ksh.120,270 p.m.

(Job Group 'Q')

For appointment to this grade, a candidate must have:

- (i) served for a cumulative period of ten (10) years in Fire Fighting or related field in the Public Service
- (ii) A Bachelor's degree in any of the following fields; Electrical Engineering, Mechanical Engineering, Disaster Management, Social Sciences, or equivalent and relevant qualification from a university recognized in Kenya.
- (iii) attended a Project Development Management Course lasting not less than four (4) weeks from a recognized institution;

- (iv) attended Strategic Leadership Course lasting from a recognized institution; and
- (v) demonstrated general administrative ability required for direction, control and implementation of fire services programmes.

NOTE: possession of a Master's degree in a relevant field will be considered an added advantage.

Duties and Responsibilities

An officer at this level will be deployed at Headquarters. Duties and responsibilities include:

- (i) enforcement of fire safety standards;
- (ii) coordination of public sensitization, training and awareness programmes;
- (iii) overseeing designs of fire services/systems in government buildings and construction works, fire investigations;
- (iv) inspection and certification of public buildings for fire safety compliance; a
- (v) advice on provision of adequate means of escape, fire fighting, fire alarm, fire detection systems and other general fire precautions;
- (vi) recommend deployment of fire service personnel;
- (vii) maintaining a database for all fire matters; direction and co-ordination of all fire prevention and protection activities;
- (viii) planning and budgeting for resources for fire prevention and protection; and
- (ix) monitoring the compliance of fire safety standards and identification of training needs and making recommendations.

VACANCIES IN THE MINISTRY OF LANDS AND PHYSICAL PLANNING

SENIOR DEPUTY DIRECTOR OF PHYSICAL PLANNING - ONE (1) POST V/No.65/2017

Basic Salary Scale: Ksh.120,270 - Ksh.180,660 (Job Group 'S')

For appointment to this grade, a candidate must have:-

- (i) served for a minimum period of two (2) years in the grade of Deputy Director, Physical Planning, Job Group 'R', or in a comparable and relevant position in the public service;
- (ii) a Bachelor's degree in in Urban and Regional Planning, Urban Planning, Town Planning, or equivalent and relevant qualification from a university recognized in Kenya;
- (iii) a Master's degree in Urban and Regional Planning, Urban Planning, Town Planning, or equivalent and relevant qualification from a university recognized in Kenya;
- (iv) Be a corporate member of Kenya Institute of Planners or Architectural Association of Kenya (Town Planning chapter);

- (v) Be registered by Physical Planners Registration Board;
- (vi) attended a Strategic Leadership course from a recognized institution;
- (vii) a clear understanding of National Development Goals; vision 2030, Millennium Development Goals and the ability to relate them to physical planning; and
- (viii) demonstrated professional competence and leadership capability in work performance and results.

Duties and Responsibilities

An officer at this level will be responsible to the Director of Physical Planning for:-

- (i) initiating the formulation of national, regional and local physical development policies, guidelines and strategies;
- (ii) coordinating the preparation and implementation of the National Spatial Plan;
- (iii) reviewing national, regional, county, metropolitan, urban, rural physical development plans and strategic national projects/programmes;
- (iv) directing research on matters relating to physical planning and facilitating the implementation of the findings;
- (v) evaluating the annual state of planning reports and providing direction on issues arising; overseeing monitoring and evaluation of physical planning projects/programmes at the county and national levels;
- (vi) overseeing the automation of physical planning processes; undertaking key programmes in collaboration and partnership with public agencies and other stakeholders on physical planning matters.
- (vii) coordinating performance management process; Planning, and budgeting for departmental resources; and
- (viii) managing, mentoring and facilitating continuous professional development of staff.

DEPUTY DIRECTOR, PHYSICAL PLANNING - THREE (3) POSTS - V/No.66/2017

Basic Salary Scale: Ksh.109,089 - Ksh.144,928 (Job Group 'R')

For appointment to this grade, a candidate must have;

- (i) served for a cumulative period of fifteen (15) years, three (3) of which should have been in the grade of Senior Assistant, Director, Physical Planning, Job Group 'Q' and above or in a comparable and relevant position in the Public Service;
- (ii) a Bachelor's degree in in Urban and Regional Planning, Urban Planning, Town Planning, or equivalent and relevant qualification from a university recognized in Kenya;
- (iii) a Master's degree in Urban and Regional Planning, Urban Planning, Town Planning, or equivalent and relevant qualification from a university recognized in Kenya;

- (iv) Be a corporate member of Kenya Institute of Planners or Architectural Association of Kenya (Town Planning Chapter);
- (v) Be registered by the Physical Planners Registration Board
- (vi) attended a strategic leadership course from a recognized institution;
- (vii) Have proven administrative ability and professional competence necessary for the effective performance of work at this level.
- (viii) demonstrated managerial and professional competence in work performance and exhibited a thorough understanding of national policies, goals, objectives and ability to relate them to the Physical Planning function.

Duties and Responsibilities

Duties and responsibilities will include;

- (i) coordinating key result areas such as planning and management of the Lamu port South Sudan Ethiopia Transport corridor (LAPSSET), new towns planning and implementation, urban areas planning and implementation, cities and metropolitan planning and implantation, county planning, inter-county (regional) planning, development control;
- (ii) overseeing the formulation of physical planning manuals, standards and guidelines;
- (iii) coordinating research on matters relating to strategic national projects and programmes, human settlement patterns, urbanization patterns, urban sprawl and emerging methodologies, issues and trends;
- (iv) coordinating preparation of county, metropolitan, regional, urban and rural physical development plans;
- (v) formulating strategies for public education, participation and engagement; overseeing the preparation of annual state of physical planning reports;
- (vi) monitoring and evaluation of physical planning projects/programmes at the county and national levels.
- (vii) preparing and implementing strategic plans and annual work plans; and facilitating continuous professional development of staff.

SENIOR ASSISTANT DIRECTOR, PHYSICAL PLANNING - FIVE (5) POSTS
V/No.67/2017

Basic Salary Scale: Ksh.89,748 - Ksh.120,270 (Job Group 'Q')

For appointment to this grade, an officer must have;-

- (i) served for a minimum period of two (2) years in the grade of Assistant Director, Physical Planning, Job Group 'P';

- (ii) a Bachelor's degree in in Urban and Regional Planning, Urban Planning, Town Planning, or equivalent and relevant qualification from a university recognized in Kenya;
- (iii) a Master's degree in Urban and Regional Planning, Urban Planning, Town Planning, or equivalent and relevant qualification from a university recognized in Kenya;
- (iv) a corporate member of Kenya Institute of Planners or Architectural Association of Kenya (Town Planning Chapter);
- (v) be registered by the Physical Planners Registration Board;
- (vi) attended a Strategic Leadership course from a recognized institution;
- (vii) demonstrated technical and professional competence as reflected in work performance and results.

Duties and Responsibilities:

Duties and responsibilities will entail:

- (i) developing plans for strategic national projects and programmes such as Lamu Port South Sudan Ethiopia Transport corridor (LAPSSET), techno-cities, resort cities, resettlement and special economic zones;
- (ii) interpreting national policies, and formulation of strategies, standards and programmes;
- (iii) conducting thematic research on matters relating to strategic national projects and programmes; supervising preparation of county, metropolitan, regional, urban and rural spatial plans;
- (iv) implementing strategies for public education, participation and engagement;
- (v) preparing annual state of physical planning reports on Strategic National projects/programmes; and providing guidance to liaison committees and secretariats.

VACANCIES IN THE MINISTRY OF ENERGY AND PETROLEUM STATE DEPARTMENT FOR ENERGY

DIRECTOR OF RENEWABLE ENERGY, JOB GROUP 'S' - TWO (2) POST - V/No.68/2017

Basic Salary Scale: Ksh.120,270 - Ksh.180,660 p.m. - Job Group 'S'

For appointment to this grade, a candidate must have;

- (i) served for a cumulative period of eighteen (18) years, three (3) of which should have been in the grade of Senior Assistant Director, Renewable Energy, Job Group 'Q' and above;
- (ii) a Bachelor's degree in any of the following disciplines: Energy, Chemistry, Biochemistry, Forestry, Agriculture, Environmental Science, Engineering (Mechanical,

- Chemical, Electrical, Energy) or equivalent qualification university recognized in Kenya;
- (iii) attended a Strategic Leadership course from a recognised institution;
 - (iv) demonstrated professional competence and administrative capability as reflected in work performance and results; and
 - (v) clear understanding of national goals, policies and objectives and the ability to translate them into renewable energy policies and programmes.

NOTE: possession of a Master's degree in a relevant field will be considered an added advantage.

Duties and responsibilities

An officer at this level will be responsible to the Secretary, Renewable Energy for the administration of a department in the Renewable Energy Directorate. Duties and responsibilities will entail:

- (i) Coordinating the development and review of relevant Policies, Regulation and other statutes;
- (ii) Initiating formulation of standards and codes of practice for renewable energy technologies, energy efficiency and conservation in collaboration with stakeholders;
- (iii) Coordinating private sector and other stakeholder participation in production, distribution and promotion of renewable energy technologies and marketing of its products;
- (iv) Directing feasibility studies on harnessing of renewable energy resources;
- (v) Coordinating project formulation, implementation, monitoring and evaluation;
- (vi) Approving packaging and dissemination of information on renewable energy systems;
- (vii) Overseeing the supervision of contractors and consultants; and
- (viii) Collaborating with institutions of higher learning in development of educational curricula.

DEPUTY DIRECTOR OF RENEWABLE ENERGY - FOUR (4) POSTS - V/No.69/2017

Basic Salary Scale: Ksh.109,089 - Ksh.144,928 p.m. - Job Group 'R'

For appointment to this grade, an officer must have:

- (i) served for a cumulative period of fifteen (15) years, three (3) of which should have been in the grade of Assistant Director, Renewable Energy, Job Group 'P' and above or in a comparable and relevant position in the Public Service;
- (ii) a Bachelor's degree in any of the following disciplines: Energy, Chemistry, Biochemistry, Forestry, Agriculture, Environmental Science, Engineering (Mechanical,

Chemical, Electrical, Energy) or its equivalent qualification from a university recognized in Kenya;

- (iii) attended a Strategic Leadership course from a recognised institution;
- (iv) demonstrated professional competence and administrative capability as reflected in work performance and results; and
- (v) clear understanding of national goals, policies and objectives and the ability to translate them into renewable energy policies and programmes.

NOTE: possession of a Master's degree in a relevant field will be considered an added advantage.

Duties and responsibilities

Duties and responsibilities at this level will entail:

- (i) Initiating the development and review of relevant Policies, Acts, Regulation and other statutes;
- (ii) Planning and promotion of bio-energy, renewable energy technologies, energy efficiency and conservation and outreach programmes;
- (iii) Coordinating private sector participation in production, distributing and promoting renewable energy technologies and marketing its products;
- (iv) Undertaking collaborative research activities on new and emerging technologies, energy efficiency and conservation;
- (v) Coordinating outsourcing of consultancy services for implementation of Renewable Energy programmes;
- (vi) Coordinating the supervision of contractors and consultants; and
- (vii) Coordinating feasibility studies on harnessing of Renewable Energy resources.

SENIOR ASSISTANT DIRECTOR OF RENEWABLE ENERGY, JOB GROUP 'Q' - FIVE (5) POSTS - V/No.70/2017

Basic Salary Scale: Ksh.89,748 - Ksh.120,270 p.m.

(Job Group 'Q')

For appointment to this grade, an officer must have:-

- (i) served for a cumulative period of fifteen (15) years, three (3) of which should have been in the grade of Principal, Renewable Energy Officer, Job Group 'N' and above or in a comparable and relevant position in the Public Service;
- (ii) a Bachelor's degree in any of the following disciplines: Energy, Chemistry, Biochemistry, Forestry, Agriculture, Environmental Science, Engineering (Mechanical, Chemical, Electrical, Energy) or equivalent qualification from a university recognized in Kenya;

- (iii) attended a strategic leadership course from a recognised institution; and
- (iv) demonstrated professional competence and merit as reflected in work performance and results

NOTE: possession of a Master's degree in a relevant field will be considered an added advantage.

Duties and Responsibilities

Duties and responsibilities at this level will include:-

- (i) Developing and appraising alternative energy technologies, energy efficiency and conservation and bio-energy programmes and projects;
- (ii) Undertaking feasibility studies to harness renewable energy resources;
- (iii) Supporting private sector participation in production, distribution and marketing of renewable energy technologies;
- (iv) Identifying and initiating programmes and projects in renewable energy as well as collaborative research activities;
- (v) Advising investors on the statutory requirements and procedures for investment and implementation of renewable energy programmes and projects;
- (vi) Initiating the mainstreaming of climate change mitigation and adaptation in renewable energy development;
- (vii) Initiating the preparation of terms of reference (tors) for outsourcing expertise and resources for implementing renewable energy programmes; and
- (viii) Mentoring, coaching and managing performance of staff.

CHIEF ENGINEER (MECHANICAL) - ONE (1) POST - V/No.71/2017

Basic Salary Scale: Ksh.120,270 - Ksh.180,660 p.m. - Job Group 'S'

For appointment to this grade, a candidate must have:

- (i) served for a cumulative period of fifteen (15) years, three (3) of which should have been in the grade of Principal Superintending Engineer (Mechanical), , Job Group 'Q' and above or in a comparable and relevant position in the Public Service;
- (ii) a Bachelor's degree in Mechanical Engineering or any other relevant and equivalent qualification from a university recognized in Kenya;
- (iii) a Master's degree in Mechanical Engineering or a relevant and equivalent qualification from a university recognized in Kenya;
- (iv) Been registered by Engineers Registration Board of Kenya;
- (v) Current valid annual Practicing Licence from the Engineers Registration Board of Kenya;
- (vi) Corporate Membership with the Institution of Engineers of Kenya (IEK);

- (vii) attended a strategic leadership course from a recognized institution. and
- (viii) demonstrated general administrative ability required for direction, control and implementation of power generation projects; and
- (ix) a thorough understanding of National goals, policies and programmes and the ability to translate them towards achieving the power generation plans.

Duties and responsibilities

Duties and responsibilities will entail:

- (i) Formulating policies and developing technical standards on matters pertaining to power generation;
- (ii) Coordinating and reviewing of appraisal of energy generation projects;
- (iii) Coordinating the preparation of budgets, strategic plan, work plans, procurement plans and progress reports;
- (iv) Developing and formulating technical standards in collaboration with Kenya Bureau of Standards (KEBS);
- (v) Facilitating power generation planning under the Least Cost Power Development Plan;
- (vi) Facilitating and reviewing of feasibility studies on power generation projects;
- (vii) Overseeing monitoring and evaluation of power generation, Projects; and
- (viii) Facilitating and coordinating activities of the Kenya Nuclear Electricity Board (KNEB)

SENIOR PRINCIPAL SUPERINTENDING ENGINEER (MECHANICAL)-ONE (1) POST V/No.72/2017

Salary Scale: Ksh.109, 089 – Ksh. 144,928 p.m.

Job Group 'R'

For appointment to this grade a candidate must have:

- (i) served for a cumulative period of fifteen (15) years, three (3) of which should have been in the grade of of Chief Superintending Engineer, (Mechanical), Job Group 'P' and above, or comparable and relevant position in the Public Service
- (ii) a Bachelor's degree in Mechanical Engineering or any other relevant and equivalent qualification from a university recognized in Kenya;
- (iii) a Master's degree in Mechanical Engineering or any other relevant and equivalent qualification from a university recognized in Kenya
- (iv) been registered by Engineers Registration Board of Kenya;
- (v) current valid annual Practicing Licence from the Engineers Registration Board of Kenya;
- (vi) corporate Membership with the Institution of Engineers of Kenya (IEK);
- (vii) attended a Strategic Leadership course from a recognized institution; and

- (viii) demonstrated general administrative ability required for direction, control and implementation of power generation projects.

Duties and responsibilities

Duties and responsibilities will entail:

- (i) Participating in formulation and articulation of policy on matters pertaining to power generation;
- (ii) Assisting in mobilizing of resources for thermal, nuclear, geothermal and major wind power generation projects;
- (iii) Coordinating the development of technical standards related to sustainable resources and related power generation projects;
- (iv) Coordinating the power generation planning;
- (v) Coordinating and review of pre-investment feasibility studies on power generation projects to determine their technical and economic viability;
- (vi) Spearheading the development of a comprehensive legal and regulatory framework for Kenya's nuclear power programme;
- (vii) Coordinating monitoring, supervision and evaluation of petroleum and natural gas pipeline construction; and
- (viii) Coordinating monitoring, supervision, evaluation and appraisal of thermal, nuclear, geothermal and major wind power generation projects.

PRINCIPAL SUPERINTENDING ENGINEER (MECHANICAL)- TWO (2) POSTS V/No.73/2017

Basic Salary Scale: Ksh. 89,748 - Ksh.120,270 p.m.

(Job Group 'Q')

For appointment to this grade an officer must have:

- (i) served for a cumulative period of twelve (12) years, three (3) of which should have been in the grade of of Senior Superintending Engineer, (Mechanical), Job Group 'N' and above, or comparable and relevant position in the Public Service
- (ii) a Bachelor's degree in Mechanical Engineering or equivalent relevant qualification from a university recognized in Kenya;
- (iii) a Master's degree in Mechanical Engineering or relevant and equivalent qualification from a university recognized in Kenya;
- (iv) Been registered by the Engineers Registration Board of Kenya;
- (v) Current Valid Annual Practicing Licence from the Engineers Registration Board of Kenya;
- (vi) corporate Membership with the Institution of Engineers of Kenya (IEK);
- (vii) attended a strategic leadership course from a recognized Institution;

- (viii) demonstrated general administrative ability required for direction, control and implementation of power generation projects.

Duties and responsibilities

- (i) Participating in energy policy formulation;
- (ii) Facilitating and supervising the monitoring and evaluation of power generation projects;
- (iii) Participating in the development of technical standards related to power generation projects in collaboration with KEBS;
- (iv) Coordinating, following-up and reviewing of feasibility studies on power generation projects and Kenya's nuclear power project activities;
- (v) Participating in the development of a comprehensive legal and regulatory framework for Kenya's nuclear power programme.
- (vi) Supervising and review of pre-investment feasibility studies on power generation projects; and
- (vii) Supervising and the review of Environmental Impact Assessment report studies related to power generation projects.

CHIEF ENGINEER (ELECTRICAL) - ONE (1) POST - V/No.74/2017

Basic Salary Scale: Ksh.120,270 - Ksh.180,660 p.m. - Job Group 'S'

For appointment to this grade a candidate must have:

- (i) served for a cumulative period of fifteen (15) years, three (3) of which should have been in the grade of Principal Superintending Engineer (Electrical), Job Group 'Q' and above or in a comparable and relevant position in the Public Service;
- (ii) a Bachelor's degree in Electrical Engineering or any other relevant and equivalent qualification from a university recognized in Kenya;
- (iii) a Master's degree in Electrical Engineering or any other relevant and equivalent qualification from a university recognized in Kenya;
- (iv) Been registered by Engineers Registration Board of Kenya;
- (v) Current valid annual Practicing Licence from the Engineers Registration Board of Kenya;
- (vi) corporate Membership with the institution of Engineers of Kenya (IEK);
- (vii) attended a Project Development and Management course lasting not less than four (4) weeks from a recognized Institution;
- (viii) attended a strategic leadership course from a recognized institution;

- (ix) demonstrated a high degree of professional competence, administrative capability required for effective planning, direction, control and coordination of power sector programmes; and
- (x) a thorough understanding of National goals, policies' and programmes and the ability to translate them into the power sector functions.

Duties and responsibilities

Specific duties and responsibilities will entail:

- (i) formulating Energy policy in the electricity subsector;
- (ii) enhancing, reinforcing and upgrading of the power sector infrastructure;
- (iii) coordinating the national electrification strategies towards achieving universal access to electricity;
- (iv) coordinating the development of the National Electricity Master Plan;
- (v) coordinating, following-up and reviewing of feasibility studies on national transmission and distribution projects;
- (vi) developing energy sector cooperation frameworks and protocols with regional Governments and international bodies;
- (vii) promoting of strategies that will minimize international energy trade barriers, attract investments and facilitate exchange of information and data; and
- (viii) coordinating the development of a new and robust national grid system; and
- (ix) coordinating the monitoring and evaluation of power transmission and distribution projects.

SENIOR PRINCIPAL SUPERINTENDING ENGINEER (ELECTRICAL) - TWO (2) POSTS V/No.75/2017

Basic Salary Scale: Ksh.109,089 - Ksh.144,928 p.m. (Job Group 'R')

For appointment to this grade a candidate must have:

- (i) served for a cumulative period of fifteen (15) years, three (3) of which should have been in the grade of Chief Superintending Engineer (Electrical), Job Group 'P' and above or in a comparable and relevant position in the Public Service;
- (ii) a Bachelor's degree in Electrical Engineering or any other relevant and equivalent qualification from a university recognized in Kenya;
- (iii) a Master's degree in Electrical Engineering or any other relevant and equivalent qualification from a university recognized in Kenya;
- (iv) been registered by Engineers Registration Board of Kenya;
- (v) current valid annual Practicing Licence from the Engineers Registration Board of Kenya;

- (vi) Corporate Membership with the institution of Engineers of Kenya (IEK);
- (vii) attended a Project Development and Management course lasting not less than four (4) weeks from a recognized Institution;
- (viii) attended a strategic leadership course from a recognized institution; and
- (ix) demonstrated general administrative ability required for direction, control and implementation of electrical services programmes.

Duties and responsibilities

Specific duties and responsibilities will entail:

- (i) Participating in Energy policy formulation in electricity subsector.
- (ii) Developing framework to enhance, reinforce and upgrade of the electrical grid network;
- (iii) Developing and coordinating electrification strategies towards achieving universal access to electricity;
- (iv) Participating in development of the National Electricity Master Plan;
- (v) Identifying transmission line projects that will serve the projected power demand;
- (vi) Reviewing of feasibility studies on national transmission and distribution projects;
- (vii) Participating in development of energy sector cooperation frameworks and protocols with regional Governments and international bodies; and
- (viii) Promoting of strategies that will minimize international energy trade barriers, attract investments and facilitate exchange of information and data.

PRINCIPAL SUPERINTENDING ENGINEER (ELECTRICAL)- TWO (2) POSTS V/No.76/2017

Basic Salary Scale: Ksh.89,748 - Ksh.120,270 p.m. - Job Group 'Q'

Requirements for appointment

For appointment to this grade a candidate must have:

- (i) served for a cumulative period of twelve (12) years, three (3) of which should have been in the grade of Senior Superintending Engineer (Electrical), Job Group 'N' and above or in a comparable and relevant position in the Public Service;
- (ii) Bachelor's Degree in Electrical Engineering or any other relevant and equivalent qualification from recognized institution
- (iii) a Master's Degree in Electrical Engineering or any other relevant and equivalent qualification from university recognized in Kenya;
- (iv) been registered by Engineers Registration Board of Kenya;
- (v) current valid annual Practicing Licence from the Engineers Registration Board of Kenya;

- (vi) corporate Membership with the institution of Engineers of Kenya (IEK);
- (vii) attended a Project Development and Management course lasting not less than four (4) weeks from a recognized Institution;
- (viii) attended a Strategic Leadership course from a recognized institution; and
- (ix) demonstrated general administrative ability required for direction, control and implementation of electrical services programmes.

Duties and responsibilities

Specific duties and responsibilities will entail:

- (i) Participating in devising a flexible and financially sustainable strategy to provide electricity to Consumers;
- (ii) Participating in Energy policy formulation related to Customer Connectivity and Rural Electrification projects;
- (iii) Assisting in mobilizing of financial resources for establishment of revolving funds to finance power transmission and distribution projects;
- (iv) Developing a prudent and financially sustainable customer connection policy to accelerate connectivity towards achieving universal access;
- (v) Appraising of distribution, Rural Electrification and Interconnection Projects;
- (vi) Assisting in sourcing of finance for Rural Electrification Projects; and
- (vii) Reviewing of Environmental Impact Assessment report studies related to Rural Electrification Projects and aid in Formulation of standards in collaboration with KEBS.

CHIEF GEOLOGIST, TWO (2) POSTS - V/No.77/2017

Basic Salary Scale: Ksh.120,270 - Ksh.180,660 p.m. - Job Group 'S'

For appointment to this grade a candidate must have:

- (i) served for a cumulative period of eighteen (18) years, three (3) of which should have been in the grade of Principal Superintending Geologist, Job Group 'Q' and above or in a comparable and relevant position in the Public Service;
- (ii) a Bachelor's degree in any of the following disciplines: Geology, Engineering Geology, Physics, Geophysics, Geochemistry, Geo-Science, Environmental Geology or equivalent and relevant qualification from a university recognized in Kenya;
- (iii) a Master's degree in any of the following disciplines: Geology, Engineering Geology, Physics, Geophysics, Geochemistry, Geo-science, Environmental Geology or its equivalent and relevant qualification from a university recognized in Kenya;
- (iv) attended a Strategic Leadership course from a recognized institution;
- (v) demonstrated professional competence in work performance and results; and
- (vi) clear understanding of the role of geo-energy sector in national development.

Duties and responsibilities

- (i) formulating and reviewing of policies, laws, regulations, standards and guidelines in geo-energy sector;
- (ii) providing technical advice to government agencies and the public on matters relating to geo-energy resources;
- (iii) initiating negotiations for bilateral agreements related to geo-energy resources;
- (iv) initiating engagements for public private partnerships in geo-energy sector;
- (v) domesticating provisions of treaties and conventions related to geo-energy sector;
- (vi) reviewing and approving contract specifications for geo-energy resources;
- (vii) liaising with relevant environmental agencies for approval of environmental and social impact assessment reports related to geo-energy sector projects; and
- (viii) ensuring prudent management of financial and non-financial resources.

SENIOR PRINCIPAL SUPERINTENDING GEOLOGIST - TWO (2) POSTS - V/No.78/2017

Basic Salary Scale: Ksh.109, 089 - Ksh.144, 928p.m.

Job Group 'R'

For appointment to this grade a candidate must have:

- (i) served for a cumulative period of fifteen (15) years, three (3) of which should have been in the grade of Chief Superintending Geologist, Job Group 'P' and above or in a comparable and relevant position in the Public Service;
- (ii) a Bachelor's degree in of the following disciplines: Geology, Engineering Geology, Physics, Geophysics, Geochemistry, Geo-science, Environmental Geology or equivalent and relevant qualification from a university recognized in Kenya;
- (iii) a Master's degree in any of the following disciplines: Geology, Engineering Geology, Physics, Geophysics, Geochemistry, Geo-science, Environmental Geology or equivalent and relevant qualification from a university recognized in Kenya;
- (iv) been registered by the Geologists Registration Board of Kenya and be a member of the Geological Society of Kenya;
- (v) attended a Strategic Leadership course from a recognized institution; and
- (vi) demonstrated professional competence in work performance and results.

Duties and responsibilities

Duties and responsibilities will entail:

- (i) overseeing and reviewing proposals for geological exploration for geo-energy resources;

- (ii) overseeing planning and budgeting function of geological exploration activities in geo-energy sector;
- (iii) monitoring and evaluating geological exploration activities in coal, geothermal and nuclear energy;
- (iv) coordinating the development of geo-energy resources contract specifications;
- (v) overseeing conformity to legislation and statutes related to geological exploration activities in geo-energy resources;
- (vi) implementing recommendations of geological exploration reports;
- (vii) coordinating the preparation of environmental impact assessment reports for all geo-energy sector projects; and
- (viii) ensuring prudent management of financial and non-financial resources.

PRINCIPAL SUPERINTENDING GEOLOGIST - FOUR (4) POSTS - V/No.79/2017

Basic Salary Scale: Ksh.89,748 - Ksh.120,270 p.m. - Job Group 'Q'

For appointment to this grade, a candidate must have:

- (i) served for a cumulative period of twelve (12) years, three (3) of which should have been in the grade of Senior Superintending Geologist, Job Group 'N' and above or in a comparable and relevant position in the Public Service;
- (ii) a Bachelor's degree in any of the following disciplines: Geology, Engineering Geology, Physics, Geophysics, Geochemistry Environmental Geology or equivalent qualification from a university recognized in Kenya;
- (iii) Be registered by the Geologists Registration Board of Kenya and be a member of the Geological Society of Kenya;
- (iv) attended a Strategic Leadership course from a recognized institution; and
- (v) demonstrated professional competence in work performance and results.

Note: possession of a Master's degree in a relevant field will be considered an added advantage.

Duties and responsibilities

Duties and responsibilities will entail:

- (i) initiating development of geological exploration standards and guidelines in geo-energy sector;
- (ii) developing proposals for geological exploration for geo-energy resources;
- (iii) coordinating geological exploration in coal, geothermal and nuclear energy;
- (iv) monitoring and reporting on geological exploration activities in coal, geothermal and nuclear energy;

- (v) implementing recommendations of geological exploration reports;
- (vi) monitoring conformity to legislation and statutes related to geological exploration activities in geo-energy resources;
- (vii) ensuring environmental and social impact assessment reports are prepared for all geo-energy sector projects; and
- (viii) ensuring prudent management of financial and non-financial resources.

STATE DEPARTMENT OF PETROLEUM

SENIOR PRINCIPAL SUPERINTENDING GEOLOGIST - THREE (3) POSTS - V/No.80/2017

Basic Salary Scale: Ksh. 109,089 - Ksh.144,928 p.m. (Job Group 'R')

For appointment to this grade, a candidate must have:

- (i) served for a cumulative period of fifteen (15) years, three (3) of which should have been in the grade of Chief Superintending Geologist, Job Group 'P' and above or in a comparable and relevant position in the Public Service
- (ii) a Bachelor's degree in any of the following disciplines: Petroleum Engineering, Petroleum Engineering Technology, Petroleum Geophysics, Petroleum Geochemistry, Petroleum Geoscience, Mechanical Engineering, Civil Engineering, Chemical Engineering, Petroleum Economics, Geology, Physics, Chemistry or equivalent and relevant qualification from a university recognized in Kenya;
- (iii) a Master's degree in any of the following fields: - Petroleum Engineering, Petroleum Geophysics, Petroleum Geochemistry, Petroleum Geoscience, Petroleum Economics or equivalent and relevant qualification from a university recognized in Kenya;
- (iv) Certificate in petroleum related course lasting not less than four (4) weeks from a recognized institution;
- (v) attended a strategic leadership course from a recognized institution;
- (vi) demonstrated outstanding professional competence and managerial ability as reflected in work performance and results

Duties and responsibilities

Duties and responsibilities at this level will include:

- (i) coordinating the implementation of policies, strategies and programs in the oil and gas sector;
- (ii) coordinating the design and development of petroleum programs, systems, standards and regulations in the oil and gas sector;

- (iii) coordinating development and updating of the national petroleum master plan;
- (iv) developing terms and modalities for negotiation of petroleum projects and programs that require external funding;
- (v) evaluating the impact of cash flow analysis, risk assessment and economic modeling on petroleum projects;
- (vi) evaluating and making recommendations on reports on reserve estimation of oil and gas reserves;
- (vii) monitoring and evaluating field development studies in the oil and gas sector;
- (viii) verifying and reporting on petroleum production rates; and
- (ix) coordinating oil and gas research programmes.

PRINCIPAL SUPERINTENDING GEOLOGIST - FOUR (4) POSTS - V/No.81/2017

Basic Salary Scale: Ksh.89,748 - Ksh.120,270 p.m. (Job Group 'Q')

For appointment to this grade, a candidate must have:

- (i) served for a cumulative period of twelve (12) years, three (3) of which should have been in the grade of Senior Superintending Geologist, Job Group 'N' and above or in a comparable and relevant position in the Public Service
- (ii) a Bachelor's degree in any of the following disciplines: Petroleum Engineering, Petroleum Engineering Technology, Petroleum Geophysics, Petroleum Geochemistry, Petroleum Geo-science, Mechanical Engineering, Civil Engineering, Chemical Engineering, Geology, Physics, Chemistry or its equivalent qualification from a university recognized in Kenya;
- (iii) a certificate in petroleum related course lasting not less than four (4) weeks from a recognized institution;
- (iv) attended a strategic leadership course from a recognized institution; and
- (v) demonstrated professional competence and managerial ability as reflected in work performance and results.

NOTE: possession of a Master's degree in a relevant field will be considered an added advantage

Duties and responsibilities

Duties and responsibilities at this level will entail:

- (i) coordinating implementation of policies, strategies and programs in the oil and gas sector;
- (ii) developing and reviewing modalities and strategies for licensing petroleum blocks;

- (iii) monitoring and evaluating the design and development of programs, systems, standards and regulations in the oil and gas sector;
- (iv) undertaking negotiations for petroleum projects and programs that require external funding;
- (v) reviewing the specifications of petroleum products to conform with international requirements;
- (vi) monitoring and evaluating performance of oil and gas infrastructure;
- (vii) developing framework for monitoring costs of petroleum operations; and
- (viii) reviewing and making recommendations on petroleum operations.

ALICE A. OTWALA (MRS.), CBS
SECRETARY/CEO
PUBLIC SERVICE COMMISSION