



## PUBLIC SERVICE COMMISSION

Our Vision

*"A citizen-centric public service"*

Our Mission

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

### ADVERTISEMENT - VACANT POSITIONS IN THE PUBLIC SERVICE

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

Interested and qualified persons are requested to make their applications **ONLINE** through the Commission website: [www.publicservice.go.ke](http://www.publicservice.go.ke) or jobs portal: [www.psckjobs.go.ke](http://www.psckjobs.go.ke)

#### Please Note:

- (i) Applicants should provide all the details requested for in the advertisement. 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 applicants 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 Kenya's 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.
- (vi) It is a criminal offence to present fake certificates/documents.

Applications should reach the Commission **on or before 5<sup>th</sup> March, 2021 latest 5.00 pm (East African Time)**

### VACANCIES IN THE MINISTRY OF INTERIOR & CO-ORDINATION OF NATIONAL GOVERNMENT (STATE DEPARTMENT FOR CORRECTIONAL SERVICES)

**CATECHIST II/CHAPLAIN II/MAALIM II – ONE HUNDRED AND SIXTEEN (116) POSTS V/No.1/2021**

Salary Scale	:	Ksh.31,270 – Ksh.41,260p.m.	(CSG - 11)
House Allowance	:	Ksh.10,000 p.m.	
Commuter Allowance	:	Ksh.4,000 p.m.	
Annual Leave Allowance	:	Ksh.4,000p.a.	
Leave entitlement	:	30 days p.a.	

**Terms of Service:** Three (3) years Contract (Renewable subject to satisfactory performance)

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

- (i) a Bachelors degree in any of the following disciplines: Sacred Theology, Christian Philosophy, Pastoral Theology, Theology, Theology and Bible, Divinity, Islamic, Arabic

- Studies (Jaami'iyah) or any other equivalent qualification from a university recognized in Kenya;
- (ii) a letter of recommendation from the head of Church/Mosque where the Church/Mosque must be under the umbrella of any of the following bodies: Kenya Conference of Catholic Bishops (KCCB); National Council of Churches of Kenya; Evangelical Fellowship of Churches in Kenya; East Africa Union of Seventh Day Adventist; Supreme Council for Kenya Muslims or any other recognized spiritual body; and
  - (iii) be an ordained Pastor/Priest/approved Sheikh and licensed by the Government/Islamic authority

#### **Duties and Responsibilities**

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

- (i) offering spiritual care to inmates, staff and their families through preaching, teaching the word of God, spiritual counselling and guidance;
- (ii) conducting religious rites;
- (iii) enrolling inmates into the Christian/Muslim faith;
- (iv) implementing spiritual rehabilitation programmes;
- (v) preparing inmates and their families for reintegration through pre-release assessment and guidance;
- (vi) ensuring observance of the Christian/Islamic seasonal and special events; and
- (vii) keeping records on chaplaincy matters

#### **CATECHIST III/CHAPLAIN III/MAALIM III – ONE HUNDRED AND SEVENTEEN (117) POSTS V/No.2/2021**

Salary Scale	:	Ksh.25,470 - Ksh.33,950p.m. (CSG - 12)
House Allowance	:	Ksh.6,750 p.m.
Commuter Allowance	:	Ksh.4,000 p.m.
Annual Leave Allowance	:	Ksh.4,000p.a.
Leave entitlement	:	30 days p.a.
Terms of Service:		Three (3) years Contract (Renewable subject to satisfactory performance)

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

- (i) a Diploma in any of the following disciplines: Catechists, Pastoral Ministry, Christian Philosophy, Bible Studies, Theology, Theology and Bible, Chaplaincy, Islamic or Arabic Studies (Thanawiya) or any other equivalent qualification from a recognized institution; and
- (ii) a letter of recommendation from the head of Church/Mosque where the church/Mosque must be under the umbrella of any of the following bodies: Kenya Conference of Catholic Bishops (KCCB); National Council of Churches of Kenya; Evangelical Fellowship of Churches in Kenya; East Africa Union of Seventh Day Adventist; Supreme Council for Kenya Muslims or any other recognized spiritual body

#### **Duties and Responsibilities**

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

- (i) teaching the word of God and other Christian/Islamic instructions to inmates, staff and their families;
- (ii) offering basic counselling and guidance to inmates staff and their families;
- (iii) implementing spiritual rehabilitation programmes to inmates; and
- (iv) and distributing Christian/Islamic religious materials and other relevant rehabilitation materials to inmates.

**SECRETARY/CEO**  
**PUBLIC SERVICE COMMISSION**