

## **1. CHIEF OFFICER, JOB GROUP ‘S’ – 2 Posts - REF: NO MCG/PSB/2018/001**

### **Requirements for appointment**

- Be in possession of a Bachelor degree from a recognized University in Kenya;
- Possession of a Master’s Degree in a related field will be an added advantage;
- Have a vast knowledge and experience in the related field,
- Be conversant with the Constitution of Kenya and all the devolution laws;
- Demonstrate thorough understanding of County development objectives and vision 2030
- Be a strategic thinker and result oriented;
- Have excellent communication, organizational and interpersonal skills;
- Have capacity to work under pressure to meet strict deadlines;
- Demonstrate understanding and commitment to the values and principles espoused in Article 10 and 232 of the Constitution of Kenya;
- Have a working experience and knowledge of using computers;
- Satisfy the requirements of chapter six of the constitution of Kenya 2010.

### **Duties and Responsibilities**

The Chief Officer shall be the accounting and authorized officer in respect of exercise of delegated power and shall be responsible to the respective County Executive Committee Member.

- The administration of a County department;
- Implementation of policies and programmes;
- Development and implementation of strategic plans and sector development plans;
- Providing strategic policy direction for effective service delivery;
- Planning and implementation effective programmes to attain vision 2030, sector goals and SDGs;
- Ensuring compliance with national values and principles of good governance as outlined in Article 10 and 232 of the Constitution of Kenya;
- Performing any other duties as may be assigned by the appointing authority.