

**ENVIRONMENT AND NATURAL RESOURCE OFFICER – J.G. ‘K’ - 1 POST - REF:
NO MCG/PSB/2018/016**

Duties and Responsibilities

- Providing support in the preparation of policy briefs and reports on the relevant sectors;
- Implementation of strategic plans for execution of environmental projects in the County;
- Assist in designing environmental projects including climate change response programs;
- Providing timely and accurate reports on monitoring, evaluation and analysis of outputs.
- Presenting regular projects updates to the immediate supervisor;
- Assisting the staff in the ministry of environment, on best practice project management processes;
- Coordinating, preparation and implementation of work plans and setting of performance contract targets.

Requirements for Appointment

- 1) Bachelor’s degree in Environmental science, Natural Resource Management (NRM), Ecology or any other related field from a recognized University.
- 2) Demonstrate professional competence in work performance;
- 3) Demonstrate thorough understanding of national goals, policies, objectives and ability to relate them to management of environment function;
- 4) Have a Certificate in computer applications from a recognized institution;