

MURANG'A COUNTY PUBLIC SERVICE BOARD



VACANCIES ANNOUNCEMENT – NOVEMBER 2025

1. ACCOUNTANT INTERN- TWO (2) POSTS

Minimum Requirements

- A pass in part II of the Certified Public Accountants (CPA) Examination or it's recognized equivalent qualifications.

OR

Bachelor's degree in Commerce (Accounting or Finance option), Business Administration (Accounting option) from a recognized institution or any other relevant equivalent qualification

Duties and responsibilities

- Performing a variety of accounting work of limited scope and under the guidance of a senior officer.
- Specifically, work will involve preparation and verification of vouchers in accordance with the laid down rules and regulations involving primary data entry and routine accounting work such as balancing of cashbooks, imprest and advances ledgers etc.
- The scope and complexity of work will increase with experience and training but the officer will still be under close guidance where new tasks are involved.
- He/she will be responsible for safe custody of records and assets under him /her.

INTERNSHIP PROGRAM: - TERMS OF ENGAGEMENT

- Job type: - Full Time
- Qualification: - Diploma/Degree (as indicated)
- Experience: - None
- Location: Murang'a County
- Job Field: Internships
- The Interns will be paid a stipend at a rate determined by the County Government.
- Twelve (12) months Non-renewable

However, as per policies passed by Murang'a County Assembly which underpin these internship programmes, preference will be given to Murang'a Residents whilst adhering to principle of regional balance.

Murang'a County Government Internship Program is a government youth programme whose main objective is to offer college graduates the opportunity to gain hands on experience and build skills in order to enhance their chances for employment, networking and entrepreneurship.

Eligibility Criteria

To qualify, an applicant must

- Be a Kenyan citizen not over the age of 35 years
- Be an unemployed graduate from a recognized training institution who has completed a Diploma or degree course in the last 24 months or less, in the relevant field.
- Not have benefited from a similar internship program or been exposed to work experience related to their area of study since graduating.
- Not have exited from formal employment.

ALL Applications for internship should be supported by the applicant's university/college or related institution's records/certificates/transcripts.

How to apply

Details of the vacancies can be accessed at our website www.muranga.go.ke. Applicants should apply online using the link <https://psb.muranga.go.ke> on or before **21st November, 2025**.

- Applicants from other Counties are encouraged to apply.
- Any Form of Canvassing Shall Lead to Automatic Disqualification.
- Women, Minorities and Persons Living with Disabilities are Encouraged to Apply.
- Shortlisted Candidates Will be Required to Produce Their Original Identity Cards, Academic and Professional Certificates, Testimonials, Clearance and Other Relevant Documents in Support of their applications.
- INCOMPLETE applications will not be considered.
- Only short-listed candidates will be contacted.