



REPUBLIC OF KENYA
COUNTY GOVERNMENT OF WEST POKOT

When replying please quote
WPCPSB/ADVERT/2/19
18TH JANUARY, 2019

P.O. BOX 222 - 30600
KAPENGURIA

COUNTY PUBLIC SERVICE BOARD

Pursuant to the provision of County Government Act , No. 17 of 2012 section 59 (1) (b) the West Pokot County Public Service Board wishes to consider applications from highly qualified results-oriented and self-motivated Kenyan citizens for appointments to the following positions:-

1. CHIEF EXECUTIVE OFFICER (C.E.O) KAPENGURIA TEACHING AND REFERRAL HOSPITAL JG ‘S’ (1 POST)

Duties and Responsibilities

Reporting to the Board of Management of the Hospital, the Chief Executive Officer will be the Accounting Officer and Secretary to the Board, and will among other duties be responsible for the following:-

- i) Provision of visionary leadership and direction to the organization and to ensure that hospital mandates and policies are implemented fully and effectively in line with the Strategic Plan.
- ii) Formulation of strategies and business plans, Lead teams for high performance and innovation.
- iii) To ensure prudent management of resources for the achievement of the Hospital’s mandate and strategic objectives.
- iv) To ensure that the Hospital’s Strategic Plans are implemented timely, the Performance Contract objectives and targets are negotiated, achieved and reported in time and the Annual Operational Plans and budgets prepared and submitted in compliance with statutory requirements.
- v) To oversee and direct the development and implementation of the Hospital’s strategic initiatives and capacity building in line with goals and aspirations of Kenya’s Vision 2030 and the National Health Sector Strategic Plans.
- vi) To provide transformational leadership of the Referral to cope with citizens expectations in line with the constitution of Kenya.
- vii) To initiate, establish, strengthen and oversee inter-institutional collaborations and Strategic partnerships for the realization of the Hospital’s mandate and strategic objectives.

- viii) To ensure that the Hospital's staff remains motivated to discharge their responsibilities effectively and efficiently, and in compliance with human resource management policies and practices.
- ix) To establish and sustain effective relationships with the Board of Management, the Government, parent Ministry, and other stakeholders.
- x) To promote a culture of compliance with regulations, statutory requirements, good corporate governance principles and best practices in the Hospital.
- xi) To perform any other responsibilities as determined and deemed necessary by the Board of Management, in line with the Hospital's mandate.

Requirements for Appointment

- The candidate aspiring for the post of Chief Executive Officer shall have a postgraduate degree (Masters or Doctorate) in management discipline or other related field from a recognized University.
- At least 10 years relevant work experience, 5 of which must be at senior level in a large organization.
- Must meet the requirements of chapter 6 of the Constitution of Kenya 2010 on leadership and integrity.
- Be computer proficient.
- Must be an advocate for high quality healthcare standards.
- Strategic Leadership and Health Systems Management (HSM) from a recognized training institution will be an added advantage.

Knowledge and Skills

- Public Finance Management Act, 2012.
- Policy development and formulation.
- Quality assurance within a hospital context.
- Analytical and project evaluation.
- People management and empowerment.
- Human resource planning and strategies.
- Communication and presentation skills.
- Conflict management.
- Client orientation and customer care.
- Demonstrated experience in turn around and change management.

Personal attributes

- Willingness to work under changing and difficult circumstances.
- Driven by a sense of urgency to meet deadlines.
- Client focused organizational development strategies.

Terms of Service: - 3 years Contract renewable once subject to performance.

Salary as prescribed by SRC.

2. DIRECTOR TECHNICAL TRAINING AND COUNTY ELECTRICITY MANAGEMENT JG 'R' (1 POST)

Duties and Responsibilities

You will be responsible to the Chief Officer Technical Training for the following;

- Formulating, reviewing and implementing policies, strategies and programmes relating to technical training and County Electricity Management.
- Undertaking impact assessment of Technical Training programmes and projects;
- Monitoring and evaluating the implementation of Technical Training projects and programmes;
- Oversee the development and delivery of fully integrated electricity supply services in the County
- Coordinating Technical Training Fairs, technology exhibitions and co-curricular activities;
- Oversee and evaluate Market research and strategies to meet the market demand for electricity in the County
- Planning and coordinating official Technical Training functions and fora in liaison with other Government Ministries/Departments, Agencies and other stakeholders; and
- Ensuring adherence to set criteria and standards in Technical Training
- Assist in managing, planning, coordinating and administration of County Youth Polytechnics. Technical & Vocational Training
- Leading in the preparation and implementation of the strategic plan, annual work plans and periodic reports in the department;
- Provide technical support in the County Electricity Management
- Promoting technical and vocational training as an alternative skills process;
- Enabling mobilization of resources for Technical Innovation and Entrepreneurship Training (TVET) projects and programmes;
- Developing partnership with various stakeholders to improve status and managing Technical and Vocational
- Facilitate the development and professional growth of Electrical Technicians
- Enhancing, improving and upgrading certification of technical vocational training centers in the County;
- Providing technical and coordination support to the stakeholders and partners in mainstreaming County Youth Polytechnics guidelines for the County Government;
- Training needs assessment and planning.

Requirements for Appointment

- Bachelor's degree in Technical Training, Vocational Training, Education Technology, Electrical Technology from a recognized University in Kenya:
- Master's degree in a relevant technical field from a recognized university will be added advantage;

- Higher Diploma in any of the following fields: Technical Education, Electrical Engineering, Building Construction, Information Communication Technology, Computer Studies or equivalent qualification from a recognized institution;
- A Certificate in Senior Management Course lasting not less than four (4) weeks or its equivalent from a recognized institution;
- Have knowledge of technical and vocational training policy;
- Have excellent interpersonal communication and report writing skills;
- Demonstrate professional competence in work performance and be result oriented in execution of duties and responsibilities;

Terms of Service:- 3 years Contract.

Salary as prescribed by SRC.

NOTE: Applicants are required to get clearance from the following institutions to meet requirements of Chapter Six of the Constitution of Kenya:

- Kenya Revenue Authority
- Higher Education Loans Board
- Ethics and Anti-Corruption Commission
- Criminal Investigation Department
- Credit Reference Bureau

Copies of these clearances **MUST** be attached to the applications.

How to Apply

Applicants should submit their applications together with copies of their detailed curriculum Vitae, Academic and Professional Certificates, Testimonials, National Identity card or Passport, and Clearance certificates indicating the positions applied for on top of the envelope and addressed to :-

Secretary/CEO County Public Board

West Pokot County

P.O Box 577 – 30600

KAPENGURIA

Hand delivered applications can be submitted at County Public Service Board Offices located at former Asal building next to Police Station

You can access the advertisement details /submission of online applications through our website: www.westpokot-cpsb.org

Applications should be received on or before Friday **1st February, 2019.**