

## COUNTY GOVERNMENT OF TRANS-NZOIA

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KITALE



### COUNTY PUBLIC SERVICE BOARD

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*Transforming the public service workforce*

01/07/2025  
*[Signature]*

## VACANCIES FOR PROMOTION

The Trans Nzoia County Public Service Board invites applications from suitably qualified serving officers to fill the following positions competitively. Applications should be submitted online through the County Public Service Board's website: [cpsbtransnzoia.co.ke/internal](https://cpsbtransnzoia.co.ke/internal).

## III. EDUCATION AND VOCATIONAL TRAINING

### 1. ASSISTANT INSTRUCTOR (II) JOB GROUP 'H' - (2 POSTS)

#### **Duties and Responsibilities**

#### **Duties and responsibilities at this level will entail:**

- (i) Instruct in areas of specialization following the syllabus;
- (ii) Prepare and maintain schemes of work, lesson plans, lesson notes, trainee records, teaching and learning materials;
- (iii) Carry out trainee assessment in class and on attachment;
- (iv) Ensure proper care and maintenance of tools and equipment;
- (v) Conduct co-curricular activities for trainees; and
- (vi) Maintain trainee discipline through guiding and counseling.

#### **Requirements for appointment:**

For appointment to this grade, an officer must have:

Served in the grade of Assistant III Job Group G for a minimum period of three (3) years;

- (i) Certificate in any of the following technical disciplines - Computer Studies/Science; Information and Communication Technology; Masonry; Air Conditioning and Refrigeration; Agriculture; Leather Technology/Foot Ware; Hair Dressing and Beauty Therapy; Clothing; Fashion Design and Textile Technology; Food Technology; Institutional Management; Catering and Housekeeping; Carpentry and Joinery; Electrical and Electronics; Motor Vehicle Technology; Plumbing; Metal Processing or its equivalent from a recognized institution;
- (ii) Have shown merit and ability in work performance and results; and
- (iii) Been trained in pedagogical skills.

## 1. PRINCIPAL YOUTH POLYTECHNIC INSTRUCTOR JOB GROUP 'N'- (4 POSTS)

### **Requirements for appointment:**

For appointment to this grade, an officer must have

- (i) Served in the grade of Chief Youth Polytechnic Instructor or in a comparable position in the County Government for a minimum period of three (3) years;
- (ii) Diploma in any of the following disciplines: computer Studies/ Science; information and Communications Technology; Electronics Engineering; Telecommunication Engineering; Electrical Engineering; Mechanical Engineering; Automotive Engineering, Instrumentation and Control Engineering, Industrial/Construction Plant Engineering, Civil Engineering, Building and construction; Refrigeration and Air Conditioning; Agriculture; Leather Technology/foot ware; Animal Science; Hair Dressing and Beauty Therapy; Clothing; Fashion Design and Textile Technology; Food Technology; Catering and House Keeping, General Education(Physics, Chemistry, Biology, Mathematics, Languages) and entrepreneurship or its equivalent qualification from a recognized institution;
- (iii) Management Course lasting not less than four(4) weeks from a recognized institution
- (iv) A certificate in computer applications from a recognized institution; and
- (v) Demonstrated a thorough understanding of the current youth polytechnic training trends and have effective administrative and professional Competence in the management of youth polytechnics.

## 2. CHIEF YOUTH POLYTECHNIC INSTRUCTOR JOB GROUP 'L' – (5 POSTS)

### **Duties and Responsibilities:**

Duties and responsibilities at this level will involve: participating in the formulation of educational plans, management, administration and development strategies for the youth polytechnic; coordinating curriculum development, implementation and evaluation; instructing in areas of specialization; guiding and supervising newly deployed youth polytechnic Instructors; coordinating setting, moderation and administering examinations; carrying out research in relevant and technical areas; ensuring proper utilization of training and learning resources in the youth polytechnic; liaising with relevant industries for trainee industrial attachments; coordinating and monitoring trainee progress reports; ensuring proper maintenance of inventory of tools, equipments and training materials; participating in preparation of recurrent and development expenditures for the youth polytechnic; and supervising, training and developing staff.

### ***Requirements for Appointment:***

For appointment to this grade, an officer must have

- (i) Served in the grade of Senior Youth Polytechnic Instructor or in a comparable position in the County Government for a minimum period of three (3) years;
- (ii) Diploma in any of the following disciplines: computer Studies/ Science; information and Communications Technology; Electronics Engineering; Telecommunication Engineering; Electrical Engineering; Mechanical Engineering; Automotive Engineering, Instrumentation and Control Engineering, Industrial/Construction Plant Engineering, Civil Engineering, Building and construction; Refrigeration and Air Conditioning; Agriculture; Leather Technology/foot ware; Animal Science; Hair Dressing and Beauty Therapy; Clothing; Fashion Design and Textile Technology; Food Technology; Catering and House Keeping, General Education(Physics, Chemistry, Biology, Mathematics, Languages) and entrepreneurship or its equivalent qualification from a recognized institution;
- (iii) A certificate in computer applications from a recognized institution; and
- (iv) Shown merit and ability as reflected in work performance and results.

## **3. SENIOR YOUTH POLYTECHNIC INSTRUCTOR JOB GROUP 'L' - (10 POSTS)**

### ***Duties and Responsibilities:***

Duties and responsibilities at this level will involve theoretical and practical instruction in areas of specialization: preparing and maintaining schemes of work, lesson plans, lesson notes, teaching and learning materials and trainee records; carrying out trainee assessments; preparing trainee progress reports; ensuring proper storage, care and usage of teaching and learning materials, tools and equipments;

administering examinations; coordinating co-curricular activities; ensuring trainee discipline is maintained; coaching and providing leadership to newly deployed instructors; liaising with relevant industries for trainee attachment ; guiding, monitoring and supervising trainees on attachment and preparing trainees progress reports; participating in preparation of estimates of recurrent and development expenditure in specific technical subject area; and ensuring preparation and proper maintenance of inventory of tools, equipments and training materials.

### ***Requirements for Appointment:***

For appointment to this grade, an officer must have:

- (i) Served in the grade of Youth Polytechnic Instructor I for a minimum period of three (3) years;
- (ii) Diploma in any of the following disciplines: computer Studies/ Science; information and Communications Technology; Electronics Engineering; Telecommunication Engineering; Electrical Engineering; Mechanical Engineering; Automotive Engineering, Instrumentation and Control Engineering, Industrial/Construction Plant Engineering, Civil Engineering, Building and construction; Refrigeration and Air Conditioning; Agriculture; Leather Technology/foot ware; Animal Science; Hair Dressing and Beauty Therapy; Clothing; Fashion Design and Textile Technology; Food Technology; Catering and House Keeping, General Education(Physics, Chemistry, Biology, Mathematics, Languages) and entrepreneurship or its equivalent qualification from a recognized institution;
- (iii) A certificate in computer applications from a recognized institution; and
- (iv) Shown merit and ability as reflected in work performance and results.

## **4. YOUTH POLYTECHNIC INSTRUCTOR (I) JOB GROUP 'K' - (62 POSTS)**

### ***Duties and Responsibilities:***

Duties and responsibilities at this level will involve theoretical and practical instruction in areas of specialization: preparing and maintaining schemes of work, lesson plans, lesson notes, teaching and learning materials and trainee records; carrying out trainee assessments; preparing trainee progress reports; ensuring proper storage, care and usage of teaching and learning materials, tools and equipments; administering examinations; coordinating co-curricular activities; ensuring trainee discipline is maintained; coaching and providing leadership to newly deployed instructors; liaising with relevant industries for trainee attachment; guiding, monitoring and supervising trainees Supply on attachment and preparing trainees progress reports.

### ***Requirements for Appointment:***

For appointment to this grade, an officer must have:

Served in the grade of Youth Polytechnic Instructor II for a minimum period of three(3) years;

- (i) Diploma in any of the following disciplines: computer Studies/ Science; information and Communications Technology; Electronics Engineering; Telecommunication Engineering; Electrical Engineering; Mechanical Engineering; Automotive Engineering, Instrumentation and Control Engineering, Industrial/Construction Plant Engineering, Civil Engineering, Building and construction; Refrigeration and Air Conditioning; Agriculture; Leather Technology/foot ware; Animal Science; Hair Dressing and Beauty Therapy; Clothing; Fashion Design and Textile Technology; Food Technology; Catering and House Keeping, General Education(Physics, Chemistry, Biology, Mathematics, Languages) and entrepreneurship or its equivalent qualification from a recognized institution;
- (ii) A certificate in computer applications from a recognized institution; and
- (iii) Shown merit and ability as reflected in work performance and results.

## **5. SENIOR ASSISTANT DIRECTOR- EARLY CHILDHOOD DEVELOPMENT EDUCATION JG 'Q' (1 POST)**

### ***Duties and Responsibilities***

- (i) Class teaching;
- (ii) Facilitate learning;
- (iii) Coordinate the Planning and implementation of ECDE Centre programmes;
- (iv) Researching on ECDE;
- (v) Engaging stakeholders in the ECDE sector;
- (vi) Mobilizing and sensitizing communities on the need for ECDE;
- (vii) Participate in the preparation, implementation, and review of the ECDE policy;
- (viii) Developing and implementing the strategic plan of the ECDE sector;
- (ix) Monitoring and evaluation of the ECDE programmes in the Ward/Sub-County;
- (x) Conduct professional Development and capacity-building for Early Childhood Development and Education teachers and other stakeholders;
- (xi) Plan and budget for the ECDE play/learning materials and the feeding programme;
- (xii) Mentorship and counselling supervisory role over ECDE Teachers in the County;

- (xiii) Liaising with the community, education fraternity, other government departments, and other relevant Stakeholders on ECDE-related matters;
- (xiv) Interpretation and implementation of the ECDE policy;
- (xv) Preparation and costing of annual Work plans;
- (xvi) Coordinating monthly, quarterly, and annual monitoring and evaluation reports on the ECDE sector for the County;
- (xvii) Developing County-based programmes that cater for the total development of children less than eight (8) years;
- (xviii) Effective management of the County Resource Centre for ECDE programmes.

**Note:** A **Senior Principal Graduate ECDE Teacher/Deputy Director** may be deployed as a Senior Program officer in a County Centre for Early Childhood Education (COCECE) or as a Deputy Director and will be responsible for:

- (i) Administering and managing Early Childhood programmes at the county and community level;
- (ii) Coordinating and liaising with the stakeholders in Early Childhood Development and Education;
- (iii) Organizing professional Development, capacity-building and resource development courses for Early Childhood teachers and other stakeholders;
- (iv) Customizing county-based (local) curriculum for Early Childhood Development and Education programme;
- (v) Identifying, designing, undertaking, and coordinating research at the County and community level on Early Childhood Development and Education;
- (vi) Monitoring and disseminating information on the Early Childhood Development and Education programme and projects;
- (vii) Documenting and disseminating information on Early Childhood Development and Education programmes;
- (viii) Acting as the link between the Sub-Counties, local agencies, and the community on ECDE policy interpretation and implementation;
- (ix) ix. Managing the County Resource Centre for ECDE programmes.

### ***Requirements for Appointment***

#### **Promotion**

For promotion to this grade, a teacher must have;

- (i) Served in the grade of **Principal Graduate ECDE Teacher I** Job Group "P" or a comparable and relevant position for at least 3 years;
- (ii) Degree in Early Childhood Development Education offered by a recognized institution of higher learning;
- (iii) A Master's of Education Degree in Early Childhood Development and Education or any other relevant Master's in Education from a recognized institution of higher learning/university will be an added advantage;
- (iv) Attended a Strategic Leadership Development Programme lasting not less than six (6) weeks from a recognized government training institution;
- (v) Registered by the Teachers Service Commission;
- (vi) A Certificate in Computer Applications;
- (vii) Certificate of Good Conduct from the National Police Service;
- (viii) Valid medical report from a recognized government Health Facility;
- (ix) Meet the requirements of Chapter Six of the Constitution of Kenya, 20
- (x) Shown merit and ability as reflected in work performance and results;

In addition to the above requirements, an ECDE Teacher must have the following:

### **Personal Qualities**

- a) Modest and of sound mind;
- b) Relate well with children, parents and members of the society;
- c) Creative and innovative;
- d) Professionalism and integrity;

### **Core Competencies**

- a) Team player;
- b) Target setting;
- c) Problem-solving skills;
- d) Organizational skills;
- e) Excellent communication and interpersonal skills;
- f) Managerial skills;
- g) Negotiation and conflict resolution skills;
- h) Ability to work under pressure;

## **IV. AGRICULTURE, LIVESTOCK, FISHERIES, AND CO-OPERATIVE DEVELOPMENT**

### **1. DIRECTOR AGRICULTURE (DA), JOB GROUP 'R' - (1 POST)**

**Ksh124,630 x 6,070 – 130,700 x 6,370 – 137,070 x 6,570 – 143,640 x 6,770 – 150,410 x 6,960 – 157,370 x 7,160 – 164,530 x 7,820 – 172,350 p.m.**

#### ***Duties and Responsibilities***

An officer at this level will be the head of the department and will be answerable to the chief officer for all technical and administrative services of the respective department. Specific duties will be as follows:

#### **Director (Extension, Research Liaison, and Technical Training)**

Interpreting and application of the agriculture Act (cap.318) and other related statutes In line with the county's goals and departmental objectives; advising the chief officer on all matters regarding agricultural extension services, research/ extension- farmer linkage and technical training for staff development; formulating and implementing policies on extension services, research/ extension liaison and technical training; development and promotion of appropriate technology transfer linkages in liaison with research institutions; management of the training functions in liaison with other agricultural training institutions; and planning, development, utilization and management of technical human resource.

#### **Director (Policy and Agricultural Development Coordination)**

Interpretation and application of the agriculture act (cap.318) and other related statutes in line with county's goals and departmental objectives; coordinating the review and harmonization of all acts, statutes, policies, rules and regulations related to agriculture in liaison with other relevant departments and agencies; formulation, monitoring, evaluation and coordination of projects and programs in collaboration with other departments; coordinating with other departments, issues related to regional/ international protocols, agreements , conventions and treaties in liaison with other ministers/ stakeholders, coordinating the functions of agricultural attaches and liaising with other international agricultural related organizations.

#### ***Requirements for Appointment***

For appointment to this grade, an officer must have: -



- (i) Served in the grade of Senior Assistant Director of Agriculture or in a comparable and relevant position in the Public Service for at least three (3) years/ demonstrated service in a period of 3 years s in the Department of Agriculture.
- (ii) A Master's Degree in any of the following fields: Food science, home economics, agriculture, horticulture, agriculture economics, natural resource management, agriculture, agriculture extension, agricultural education, or any other relevant and equivalent qualification from a recognized institution; and
- (iii) Demonstrated a high degree of administrative capability, technical and professional competence as reflected in work performance and results

## 2. SENIOR ASSISTANT DIRECTOR AGRICULTURE (SADA), JOB GROUP 'Q' - (1 POST)

**Ksh102,860 x 5,070 – 107,930 x 5,300 – 113,230 x 5,560 – 118,790 x 5,840 – 124,630 x 6,070 – 130,700 x 6,370 – 137,070 p.m.**

### ***Duties and responsibilities***

An officer at this level will be deployed in the department headquarters. At the headquarters, the officer will be deployed as the head of a sub-county. Specific duties will involve overseeing the activities of the branches within the sub-County. Duties as agriculture will involve promoting bilateral agricultural relations and cooperation. As a director, the officer will coordinate and implement the decisions of the cabinet

### ***Requirements for Appointment***

For appointment to this grade, an officer must have:

- (i) Served in the grade of assistant director of agriculture or in a comparable and relevant position in the public service for at least three (3) years;
- (ii) A master's degree in any of the following fields: food science, home economics, agriculture, horticulture, agricultural economics, natural resource management, agribusiness, agriculture extension, agricultural education, or any other relevant and equivalent qualifications from a recognized institution; and
- (iii) Demonstrated a high degree of administrative capability, technical and professional competence as reflected in work performance and results.

### 3. ASSISTANT DIRECTOR AGRICULTURE (ADA), JOB GROUP 'P' - (4 POSTS)

**Ksh90,200 x 3,220 – 93,420 x 4,520 – 97,940 x 4,920 – 102,860x 5,070 – 107,930 x 5,300 – 113,230 x 5,560 – 118,790 x 5,840-124,630 p.m.**

#### ***Duties and responsibilities***

An officer at this level will be deployed at the department headquarters. At the department, the officer will deputize the director. In addition, the officer will be the subject matter specialist (SMS) responsible for extension, research liaison, and training. At the county headquarters, the officer will be deployed as a branch head to coordinate activities within a branch and oversee the activities of the sections.

#### ***Requirements for appointment***

For appointment to this grade, an officer must have:

- (i) Served in the grade of principal agricultural officer or in a comparable and relevant position in the public service for at least three (3) years;
- (ii) A master's degree in any of the following fields: food science, home economics, agriculture, horticulture, agricultural economics, natural resource management, agribusiness, agriculture extension, agricultural education or any other relevant and equivalent qualification from a recognized institution; and
- (iii) Demonstrated a high degree of technical competence and administrative capability as reflected in work performance and results.

### 4. CHIEF SUPERINTENDING ENGINEER(AGRICULTURE) JOB GROUP 'P' - (1 POST)

**Ksh90,200 x 3,220 – 93,420 x 4,520 – 97,940 x 4,920 – 102,860x 5,070 – 107,930 x 5,300 – 113,230 x 5,560 – 118,790 x 5,840-124,630 p.m.**

#### ***Duties and Responsibilities***

Work at this level will involve coordination and supervision of all the administrative and professional activities of any of the branches within the Agriculture Engineering service. Specific duties will include planning, preparation of various projects and programmes, including mechanization, agro-processing or major structures in soil and water engineering; and designing and executing the training program for the technical staff.

### ***Requirements for Appointments***

- (i) Have served in the grade of senior\_superintending engineer (agriculture) or in a comparable and relevant position in the public service for a minimum period of three years.
- (ii) Have a master's degree in a field of agricultural Engineering ie soil and water, mechanization/Farm power, Structures or any other relevant qualification from a recognized institution.
- (iii) Be registered by the engineering registration board and,
- (iv) Demonstrated a high degree of technical competence and administrative capability as reflected in work performance and results.

### **5. PRINCIPAL AGRICULTURAL OFFICER (PAO), JOB GROUP 'N' - (5 POSTS)**

**Ksh58,360 x 2,750 – 61,110 x 2,920 – 64,030 x 3,080 – 67,110x 3,540 – 70,650 x 3,690 – 74,340 x 3,890 – 78,230 x 3,900 –82,130 x 4,010 – 86,140 x 4,060 – 90,200 p.m.**

### ***Duties and responsibilities***

An officer at this level may be deployed in the county, sub county or at the county headquarters. At the county, the officer will be deployed as the Sub-County Agricultural Officer (SCAO) to coordinate all agricultural services in the Sub-County. At the county, the officer will be deployed as a subject matter specialist to coordinate any of the following programmes: gender and home management; land development and environment management; crop development; projects monitoring and evaluation; extension, research liaison and training; or promotion and development of agribusiness activities. At the County Headquarters, the officer will be deployed to head a section within a branch. Specific duties will involve compilation of field reports, organizing and facilitating training programmes in liaison with relevant institutions and agencies to provide and maintain data for effective decision making.

### ***Requirements for Appointments***

For appointment to this grade, an officer must have:

- (i) Served in the grade of chief agricultural officer or in a comparable and relevant position in the public service for at least three (3) years; and
- (ii) Demonstrated a high degree of administrative capability, technical and professional competence as reflected in work performance and results.

## 6. CHIEF AGRICULTURAL OFFICER (CAO), JOB GROUP 'M' - (1 POST)

**Ksh50,610 x 2,350 – 52,960 x 2,550 – 55,510 x 2,850 – 58,360x 2,750 – 61,110 x 2,920 – 64,030 x 3,080 – 67,110 p.m.**

### ***Duties and Responsibilities***

An officer at this level will be deployed as head of a County, as a subject matter specialist in a sub-county or as head of an agricultural training centre (ATC). Specific duties in the ward will involve the coordination of all agricultural services in an Administrative County. Duties as a Sub County subject matter specialist (SMS) will entail coordination of any of the following programmes: gender and home management; land development and environment management; crop development; projects monitoring and evaluation; extension, research liaison and training; or promotion and development of agribusiness activities. As the head of an agricultural training centre, the officer will be responsible for the overall administration and management of the centre.

### ***Requirements for Appointment***

**For appointment to this grade, an officer must have;**

- (i) Served in the grade of senior agricultural officer, or in a comparable and relevant position in the public service for at least three (3) years;
- (ii) Attended a management course lasting not less than four (4) weeks from a recognized institution; and
- (iii) Demonstrated a high degree of administrative capability, technical and professional competence as reflected in work performance and results.

## 7. PRINCIPAL FISHERIES OFFICER, JOB GROUP 'N' - (1 POST)

**Ksh.58,360 x 2,750 – 61,110 x 2,920 – 64,030 x 3,080 – 67,110x 3,540 – 70,650 x 3,690 – 74,340 x 3,890 – 78,230 x 3,900 – 82,130 x 4,010 – 86,140 x 4,060 – 90,200 p.m.**

### ***Duties and Responsibilities***

Duties and responsibilities at this level will entail: compiling reports in the area of specialization; developing and organizing training programs in liaison with the relevant institutions and agencies; and disseminating fisheries-related information.

In addition, duties and responsibilities will entail:-managing fish breeding programs, fish feed formulation and pond management programs; inspecting fish handling facilities on the farms; ensuring compliance with existing fish/fishery products handling regulations; Monitoring, Control and Surveillance (MCS) of fisheries resources including conducting frame, stock and catch assessment surveys; identifying critical habitats and seasons for designing appropriate protection strategies; monitoring fish habitats for pollutants; carrying out diagnosis, prevention and control of fish diseases; enforcing compliance of regulatory measures including licensing, closed seasons and slot sizes; and promoting fish marketing and value addition.

### ***Requirement for Appointment***

For appointment to this grade, an officer must have:-

- (i) Served in the grade of Chief Fisheries officer for a minimum period of three (3) years.
- (ii) Bachelor's Degree in any of the following fields;- Fisheries, Zoology, Aquatic Sciences, Natural Resource Management, Biochemistry, Food Science and Technology, Environmental Science, Chemistry or any other equivalent qualifications from a recognized Institution.
- (iii) attended a Senior Management Course lasting not less than four (4) weeks from a recognized institution;
- (iv) broad knowledge of Fisheries management policies, the Fisheries Act, and other related statutes;
- (v) certificate in computer applications from a recognized institution; and
- (vi) shown merit and ability as reflected in work performance and results;

### **8. CHIEF FISHERIES ASSISTANT JOB GROUP 'K' - (3 POSTS)**

**Ksh41,420 x 1,470 – 14,890 x 1,520 – 44,410 x 1,710 – 46,120 x 1,920 – 48,040 x 2,000 – 50,040 x 2,290 – 52,330 x 2,350 – 54,680 x 2,550 – 57,230 p.m.**

### ***Duties and Responsibilities***

Duties and responsibilities at this level will entail: - providing fisheries extension services, including conducting field days and training fishers; collecting and collating fisheries statistical data; participating in Monitoring, Control and Surveillance (MCS) of fisheries resources; ensuring fish quality assurance; and promoting fish marketing and value addition. The officer will also be responsible for inducting,

training, and supervising Fisheries Assistants at the lower levels.

### ***Requirement for Appointment***

For appointment to this grade, an officer must have:-

- (i) Served in the grade of Senior Fisheries Assistant for a minimum period of three (3) years;
- (ii) Certificate in either Fisheries Management, Natural Resource Management or an equivalent and relevant qualification from a recognized institution;
- (iii) A certificate in computer applications from a recognized institution; and
- (iv) Shown merit and ability as reflected in work performance and results.

## **9. SENIOR AGRICULTURAL OFFICER (SAO), JOB GROUP 'L' - (1 POST)**

**Ksh44,400 x 1,920 – 46,320 x 2,000 – 48,320 x 2,290 – 50,610 x 2,350 – 52,960 x 2,550 – 55,510 x 2,850 – 58,360 x 2,750 – 61,110 p.m.**

### ***Duties and Responsibilities***

An officer at this level will be deployed as a county subject matter specialist (SMS). Specific duties as an SMS will entail the implementation of programmes in any of the following areas: Gender and home management, environment and land use management, promotion and development of Agribusiness or crop development

### ***Requirements for Appointment***

For appointment to this grade, an officer must have:

- (i) Served in the grade of agricultural officer or a relevant comparable position in the public service for at least three (3) years; and
- (ii) Shown merit and ability as reflected in work performance and results.

## **10. ASSISTANT DIRECTOR VETERINARY SERVICES (ADVS) JOB GROUP 'P' - (1 POST)**

**Ksh90,200 x 3,220 – 93,420 x 4,520 – 97,940 x 4,920 – 102,860 x 5,070 – 107,930 x 5,300 – 113,230 x 5,560 – 118,790 x 5,840 – 124,630 p.m.**

## ***Duties and Responsibilities***

- (i) Provide guidance and supervision of Technical Officers at County, Sub-County and Ward Levels.
- (ii) Coordinate and participate in the dissemination of Animal Breeding Technologies to farmers.
- (iii) Coordinate extension linkages to farmers.
- (iv) Compile and interpret Technical Reports.
- (v) Control and manage Animal Disease Outbreaks.
- (vi) Carry out disease surveillance and reporting activities.
- (vii) Participate in organizing forums for the dissemination of animal welfare know-how.
- (viii) Involvement in Sectoral Budget Preparations.

## ***(b) Requirement and Appointment***

- (i) Bachelor of Veterinary Medicine degree in animal health, breeding nutritional feedscience and environmental
- (ii) Must have served for at least three years as Chief Veterinary Officer (CVO)
- (iii) Must be registered by the Kenya Veterinary Board and retained in the annual register.
- (iv) Must be registered by the Kenya Veterinary Board and retained in the Annual Register.

### **Please Note:**

- A.** 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.
- B.** All applications **MUST** be received on or before 21<sup>st</sup> July, 2025 by 5.00 p.m (E.A.T.).
- C.** Trans Nzoia County Public Service Board is an equal opportunity employer. Persons with disability, marginalized and minorities are encouraged to apply.
- D.** Trans Nzoia County Public Service Board does not charge any fee at any stage of the recruitment and selection process. Our official communication channels are email address [cpsbtransnzoia@gmail.com](mailto:cpsbtransnzoia@gmail.com) and phone number: 0713635352 and **not any other**.
- E.** **ONLY** applicants who meet ALL the requirements will be shortlisted and contacted.
- F.** Shortlisted candidates **MUST** present their original academic and professional certificates during the interview.
- G.** It is a criminal offence to present fake certificates/documents.
- H.** **ONLY** successful candidates will be required to avail the following documents:
  - ✓ Clearance from Higher Education Loans Board (HELB);
  - ✓ Clearance from Criminal Investigations Department;
  - ✓ Clearance from the Ethics and Anti-Corruption Commission (EACC);
  - ✓ Clearance from Kenya Revenue Authority (Tax Compliance Certificate)

- I. **Canvassing in any form will lead to automatic disqualification.**
- J. Should you encounter any difficulties in the online job application process, feel free to visit the Board's offices for assistance at our help desk, or you can reach out for support by calling **0713635352.**

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P.O. BOX 4210 - 30200  
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