



COUNTY GOVERNMENT OF MANDERA

COUNTY PUBLIC SERVICE BOARD

P.O. Box 356-70300, MANDERA



VACANCY ANNOUNCEMENT

30th January, 2025

Mandera County Public Service Board wishes to recruit competent and qualified person to fill the following vacant position in Elwak Municipality.

ASSISTANT DIRECTOR PHYSICAL PLANNER, JG “P” ONE (1) POST:

REF MCPSB/MOL/2025/01/01

Terms of service – Contract 5 years

Duties and responsibilities

- Initiating, preparing and monitoring the implementation of county and local physical and land use development plans.
- Providing advice on development applications and development control matters.
- Implementations and providing feedbacks on physical and land use planning guidelines and standards.
- Managing physical and land use data.
- Preparing action plans for specific projects such as residential housing schemes, shopping centres, industrials estates and recreational facilities.
- Undertaking thematic regional studies on matters relating to physical and land use planning.
- Preparing annual state of physical planning and report on county and local physical and land use development plans.
- Set agenda and convene physical planning liason committee meeting.
- Keeping records of deliberation and communicate decisions of the physical planning to relevant stakeholders.
- Any other duty that may assigned by the supervisor

Requirements for appointment

- Bachelor degree in any of the following disciplines: urban and regional planning, urban planning or town planning or equivalent from a university recognised in Kenya.
- Must be a **registered physical planner**, registered by the Kenya physical planner’s registration board.
- Be a cooperate member of the Kenya institute of planners architectural association of Kenya (town panning chapter).
- Have relevant knowledge and experience of not less than six (6) years in professional field.
- Senior management course lasting not less than four weeks (4) from recognised institutions will be added advantage.
- Have demonstrated merit and shown ability as reflected in work performance and result.
- Be proficient in computer skills.

HOW TO APPLY

Interested applicant should fill in Mandera County employment application form and attach copies of Certificates, Testimonials and Identity card. The Form can be downloaded from Mandera County Website www.mandera.go.ke or obtained from Mandera County Public Service Board office. Mandera County Public Service Board is an equal opportunity employer and corruption free entity.

Incomplete application form will not be accepted and giving false information in the application form will lead to automatic disqualification. The Board will not accept any other form of application except Mandera County Government employments application form.

Applications should reach the County Public Service Board on or before **10th February, 2025** at 4.00pm, office of the County Public Service Board at Green County.

Application should be submitted in a sealed envelope clearly marked on the left side the position applied for and vacancy number and;

Addressed to:
The Secretary,
Mandera County Public Service Board,
P.O. Box 356-70300, Mandera