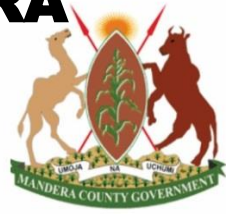




COUNTY GOVERNMENT OF MANDERA

COUNTY PUBLIC SERVICE BOARD

P.O. Box 356-70300, MANDERA



23rd December, 2024

VACANCY ANNOUNCEMENT

Mandera County Public Service Board wishes to recruit competent and qualified persons to fill the following vacant positions in the various County Department as listed below: -

A. DEPARTMENT OF WATER SERVICES

1. **CHIEF EXECUTIVE OFFICERS (CEOs) - ELWALK WATER AND SEWERAGE COMPANY AND TAKABA WATER AND SEWERAGE COMPANY-JG "R" TWO (2) POSTS:**
REF MCPSB/2024/12/01

Terms of service - Five (5) years' contract
Duties and responsibilities

- Promote and conserve of water supply sources;
- Formulate water control guidelines in accordance with the provisions of prevailing national Water Laws;
- Plan for the continuous improvement of county water and sewerage services;
- Ensure full compliance with set and agreed upon Water services delivery standards, SPA benchmarks and annual PC Targets;
- Ensure implementation public participation in the planning, control, M&E of water services as well as community based, pro-poor services delivery approaches;
- Demonstrate full compliance with set and permitted levels in water abstraction while ensuring full payment for statutory water use fees;
- Ensure compliance with all formulated policies, regulations, Tariffs and local norms/ Standards for the delivery of water & sewerage services in the County;
- Ensure appropriate payment for water supplies and sewerage systems operation and maintenance costs as well as personnel emoluments while a remaining commercially viable entity;
- Assist in the planning of water resource development by forecasting and monitoring water usage and rainfall;
- Liaise with stakeholders and government agencies on water Services delivery in the county;
- Negotiate, Sign and ensure compliance with Service Provision Agreements (SPAs) and performance contracts (PCs) with CWSPs;
- Ensure water services delivery and water supply facilities maintenance standards are adhered to at all times;

- Involve views of all stakeholders in the planning, organization, control and M&E of the services of the department of water ;
- Budgetary, control, accounting and reporting responsibilities
- Custodian of all infrastructure and Assets in the department;
- Exercise such other powers as may be prescribed by Water act, by-laws and applicable laws.

Requirement for appointment

- Be a citizen of Kenya;
- A holder of a degree from a university recognized in Kenya;
- Must have ten (10) years' of experience, five years at senior management level in either private or public sector
- Holder of Strategic Leadership Development program or senior management course will have an added advantage
- Must be computer literate in Microsoft package from a recognized institution;
- Knowledge of relevant legislations, Water resources management rules, Water laws, Service Provision Agreements (SPAs),
- Knowledge of professional standards (Design Manual, Sphere Guidelines, Water service Levels, Drinking Water Standards,
- Knowledge of Environmental Impact Assessment and Audit studies;
- Knowledge in use of Participatory M&E Tools;
- Budget, Annual Work Plan & Procurement Plan preparation know-how is desirable;
- Understanding national goals, policies and development objectives of vision 2030;
- Excellent communication and interpersonal skills;
- Satisfies requirement of chapter six of the constitution of Kenya 2010 on leadership and integrity.

B. DEPARTMENT OF HEALTH

2. CHIEF EXECUTIVE OFFICER(CEO)- MANDERA COUNTY REFERRAL HOSPITAL –JG “S” ONE (1) POST:

REF MCPSB/2024/12/02

Terms of service - Five (5) years' contract

Duties and responsibilities

- Be the Accounting Officer of the Hospital and ensure its management in line with statutory requirements;
- The Chief Executive Officer is responsible to the Board of Directors, providing strategic leadership management, drawing and execution of plans for the implementation of the hospital's mandate and the overall implementation of the Board's decisions.
- The Chief Executive Officer is also responsible for the day-to-day operations and administration of the Hospital, under the general direction and supervision of the Board.
- The CEO is responsible for ensuring that the hospital offers the highest-possible quality health care in an affordable and efficient manner while remaining financially sustainable for the long term.

- Identify, evaluate and implement the scope of services, practice and governance of the hospital;
- Provide 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;
- Oversee and direct the development and implementation of the Hospital's strategic initiatives and capacity building in line with goals and aspirations of the County Government of Mandera;
- Formulate and ensure that the Hospital's Strategic Plans are timely implemented, the Performance Contract objective and targets are negotiated, achieved and timely reported and the annual operational plans and budgets prepared and submitted in compliance with statutory requirements;
- Initiate, establish, strengthen and oversee inter-institutional collaborations and strategic partnerships in line with the Hospital's mandates and strategic objectives'
- Maintain an organized system of management and controls that ensure smooth function of hospital health system operations, timely accomplishment of clinical and infrastructural goals;
- Establish and sustain effective relationship with the Board of Directors, other County and National Government facilities and other stakeholders, including the medical community referring physicians and the media;
- Spearhead mobilization of resources from the county, development partners and other stakeholders as well as through payment for services;
- Ensure prudent management of resources for the achievement of the Hospitals mandates and strategic objectives:
- 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;
- Promote a culture of performance, compliance with regulations, statutory requirements, good corporate governance principles and best health care practices in the Hospital;
- Promote strong community relations and create collaborative partnerships that advance the interests of the Hospital and contribute to the health and well-being of the communities served;
- Appraise and recommend to the Board of Directors on strategic matters that influence and impact the Hospital's health system performance:
- Promote and sustain the strict and effective referral policy for specialized care as per the hospitals mandates;
- Ensuring effective communication within the Hospital;
- Perform any other duties as may be assigned by the Board from time to time.

Requirement for appointment

- Holder of Bachelor of Commerce ,Business Administration or any other social science degree from a recognized university;
- Master's in Business administration, or any other social science degree from recognized university will be an added advantage;
- Minimum of (10) years' experience of progressive responsibility in an integrated health care system five years at senior management level in public or private sector.

- Strategic leadership Development Programme or senior management Course will be an added advantage
- Have capacity to timely deliver on the strategic plan of the hospital, targets, and any other Board's outlined deliverables;
- Demonstrate financial acumen with the ability to manage cost and revenues;
- Ability to demonstrate familiarity and experience in healthcare quality management will be an added advantage;
- Previous experience in a similar position will be an added advantage;
- A strategic thinker with the ability to create, sustain and lead a highly motivated multidisciplinary team comprising of directors, heads of departments, manager's medical specialists, and other health care workers, ensuring implementation of best practices and competitive advantage for the organization;
- Exceptional ability to deal with, and lead, change and to present ideas that motivate staff to strive for increased achievement of the organization's mission, vision, and strategic goals and objectives;
- Proven ability to build collaborative, impactful relationships with a diverse group of internal and external stake holders;
- Exceptional problem-solving ability – both systematic and data based: the ability to be creative and intuitive,
- Excellence communication, networking, management skills;
- Satisfies requirement of chapter six of the constitution of Kenya 2010 on leadership and integrity

3. CHIEF REGISTERED NURSE- ANAESTHETIST, JG 'M', ONE (1) POST.

REF: CPSB/MOH/2024/12/03

Terms of service – Three (3) years' contract

Duties and Responsibilities

- Administration of anaesthesia to patients undergoing minor/Major surgery;
- Monitoring patients' vital signs and organ functions during surgery;
- Ensuring successful recovery of patients who have undergone surgery;
- Maintenance of anesthesia machines;
- Pre-Anaesthetic Preparation and Evaluation of patients;
- Intra-operative care to include: Obtaining, preparing, and using standard equipment, monitors, supplies and drugs used for the administration of anaesthesia and sedation techniques, performing and ordering safety checks as needed. Administer general anaesthesia and regional anaesthesia;
- Post Anaesthesia Care to patients;
- Giving expert opinion on management of patients;
- Liaising with division heads on health services; and be deployed in specialized clinics.
- Maintaining up –to- date health information system in area of specialization;
- Monitoring provision of health care in the county;
- Analyzing medical reports in area of specialization.
- Any other duties as may be assigned by the supervisor from time to time.

Requirements for Appointment

- Served at the grade of Kenya Registered Community Health Nurse III for at least four (4) years;
- Be a holder of a Diploma in any of the following disciplines: Kenya Registered Community Health Nursing, Kenya Registered Nursing, Kenya Registered Midwifery from a recognized institution;
- Be a holder of a Higher Diploma in Nurse Anesthesia from a recognized institution;
- Possess a Registration Certificate from the Nursing Council of Kenya;
- Possess a valid practicing license;
- Certificate in computer application;
- Other requirements as per the relevant Scheme of Service;

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 **13th January, 2025 at 4.00pm to the 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/CEO
Mandera County Public Service Board,
P.O. Box 356-70300, Mandera