



REPUBLIC OF KENYA
COUNTY GOVERNMENT OF NAKURU
NAKURU COUNTY PUBLIC SERVICE BOARD
P.O BOX 2870-20100
Email: cpsb@nakuru.go.ke



VACANT POSITIONS IN NAKURU COUNTY PUBLIC SERVICE

Pursuant to the provisions of Article 235 of the Constitution of Kenya and Section 59 of the County Governments Act, Cap. 265 Laws of Kenya, Nakuru County Public Service Board invites applications from qualified Kenyan citizens to fill the following vacant positions.

**DEPARTMENT OF WATER, ENVIRONMENT, ENERGY, CLIMATE CHANGE
AND NATURAL RESOURCES - ADVERT NO. 06/2025**

INSPECTOR (ELECTRICAL) (ONE (1) POSITION) – ADVERT NO. 06/2025/01

Basic Salary Scale: Kshs. 26,900 – 35,380 p.m. **CPSB 11 (J/G ‘H’)**

Allowances as per the SRC circulars attached to the position.

Terms of Employment: 3-Year Contract

For appointment to this position a candidate must have:

- i. Diploma in Electrical Engineering or Electrical Technician Certificate Part III or equivalent and relevant qualification from a recognized institution; and
- ii. Proficiency in computer applications

Duties and Responsibilities

- i. Inspection and maintenance of electronic installations in public buildings and government quarters;
- ii. Testing and maintenance of electrical controls related to fire detection equipment, cookers, water-heaters and general domestic appliances; and
- iii. Inspection and maintenance of electrical controls in power generating plants and machinery.

DRILLING ASSISTANT III (ONE (1) POSITION) – ADVERT NO. 06/2025/02

Basic Salary Scale: Kshs. 18,000 – 19,900 p.m. **CPSB 14 (J/G ‘E’)**

Allowances as per the SRC circulars attached to the position.

Terms of Employment: 3-year Contract

For appointment to this grade, candidate must have:

- i. Kenya Certificate of Secondary Education (K.C.S.E) Grade D+ or its approved equivalent with a minimum of grade C- in either Physics, Chemistry or Mathematics

Duties and Responsibilities

- i. Assist in checking and maintaining the drill and water engines;
- ii. Greasing drill rods and casings;
- iii. Collecting and arranging samples; and
- iv. Receiving, labelling and recording samples.

ARTISAN III ONE (1) POSITION) – ADVERT NO. 06/2025/03

Basic Salary Scale: Kshs. **18,000 – 19,900** p.m. **CPSB 14 (J/G ‘E’)**

Allowances as per the SRC circulars attached to the position.

Terms of Employment: 3-year Contract

For appointment to this grade, candidate must have:

- i. A Government Trade Test Certificate Grade III in Welding.

Duties and Responsibilities

- i. repair and maintenance works under close supervision of a more experienced officer in line with welding.

PLANT OPERATOR ONE (1) POSITION) – ADVERT NO. 06/2025/04

Basic salary Kshs. **16,870 – 19,220** p.m.

(Job Group ‘D’)

All other allowances as per the SRC circulars

Terms of service: Permanent and Pensionable

For appointment to this grade, a candidate must have:

- i. Kenya Certificate of Secondary Education mean grade D (Plain) or an equivalent qualification from a recognized institution;
- ii. Passed the suitability test for plant operators Grade III;
- iii. Possess a valid Driving License free from current endorsements for class(es) of machine(s) that one may be required to operate;
- iv. Be able to operate at least two (2) plants of difficult rating ‘C’; and

- v. Attended a First Aid Certificate Course lasting not less than one (1) week from St John Ambulance or the Kenya Institute of Highways and Technology (KIHBT) or any other recognized institution.

Duties and Responsibilities

This is the entry and training Grade for Plant Operators. The officers will be deployed either in the Department of Water, Environment, Energy, Climate Change and Natural Resources. Duties and responsibilities will entail;

- i. Operating machines of; difficult 'rating' C,
- ii. Assisting machine attendance in identifying possible breakdowns;
- iii. Liaising with mechanics for servicing;
- iv. making daily and weekly oil checks; and
- v. Maintaining the cleanliness of the plants.

DEPARTMENT OF YOUTH, SPORTS, GENDER, SOCIAL SERVICES AND INCLUSIVITY - ADVERT NO. 07/2025

YOUTH DEVELOPMENT OFFICER II (ONE (1) POSITION) - ADVERT NO. 07/2025/01

Basic salary Kshs. **32,700 - 42,690** p.m.

(Job Group 'J')

All other allowances as per the SRC circulars

Terms of service: **Permanent and Pensionable**

For appointment to this grade, a candidate must have:

- i. Bachelor's degree in Social Sciences from a recognized institution; and
- ii. Certificate in Computer Applications from a recognized institution.

Duties and Responsibilities

This will be the entry and training grade for the Youth Development Officers' cadre. An officer at this level work under the guidance and supervision of a more senior officer. Duties and responsibilities will involve:

- i. collection, collating and submission of data on youth and health, gender

- mainstreaming, employment, drugs, crime, leisure, recreation, and community services; and
- ii. participate in training and engaging the youth on issues related to environmental conservation, gender, special needs, empowerment and participation.

GENDER OFFICER II (ONE (1) POSITION) - ADVERT NO. 07/2025/02

Basic salary Kshs. **32,700 - 42,690** p.m.

(Job Group 'J')

All other allowances as per the SRC circulars

Terms of service: **Permanent and Pensionable**

For appointment to this grade, a candidate must have:

- i. Bachelor's degree in any of the following disciplines: Gender Studies, Gender and Development, Sociology, Business Administration (Finance/ Entrepreneurship Option), Anthropology, Counseling and Psychology, Economics, Law or any other relevant Social Science from a recognised institution; and
- ii. Certificate in computer application skills from a recognized institution.

Duties and Responsibilities

This is the entry and training grade for Gender Officers. An Officer at this level will work under more senior and experienced officer. Duties and responsibilities at this level will entail:

- i. Collecting data on Gender mainstreaming, socio-economic empowerment, Female Genital Mutilation and Sexual and Gender Based Violence programmes and projects;
- ii. Handling logistic relating to administration of training programmes on gender mainstreaming, social economic empowerment, Female Genital Mutilation and Sexual and Gender Based Violence; and
- iii. Counselling victims of Gender Based Violence.

ASSISTANT SOCIAL DEVELOPMENT OFFICER III (TWO (2) POSITIONS) - ADVERT NO. 07/2025/03

Basic Salary Scale: Kshs. **26,900 – 35,380** p.m.

CPSB 11 (J/G ‘H’)

Allowances as per the SRC circulars attached to the position.

Terms of Employment: Permanent and Pensionable

For appointment to this position a candidate must have:

- i. Diploma in any of the following discipline: Community Development, Project Development/ Management, Social Work, Sociology, Social Development, Psychology, Gender and Development, Counselling Health and Community Development, Entrepreneurship, Business Administration/Management or equivalent qualification from a recognized institution; and
- ii. Certificate in computer application skills from a recognized institution.

Duties and Responsibilities

This is the entry and training grade for this cadre. An officer at this level will work under the guidance of a senior and more experienced officer. Duties and responsibilities will entail: -

- i. working with communities and self-help groups to identify their social economic needs;
- ii. guiding communities to identify and mobilize local resources for the implementation of development projects;
- iii. mainstreaming disability in programmes and projects;
- iv. training communities and groups on livelihood projects;
- v. registering persons with disabilities, poor and vulnerable individuals for social development programmes collecting data on accessibilities on opportunities for men and women; and
- vi. mobilizing communities for the implementation of their development programmes and projects.

SPORTS ASSISTANT III (ONE (1) POSITION) – ADVERT NO. 07/2025/04

Basic Salary Scale: Kshs. **26,900 – 35,380** p.m.

CPSB 11 (J/G ‘H’)

Allowances as per the SRC circulars attached to the position.

Terms of Employment: Permanent and Pensionable

For appointment to this grade a candidate must have:

- i. Kenya Certificate of Secondary Education (KCSE) Mean Grade 'C' (Plain) with at least 'C-' (Minus) in either English or Kiswahili and Biology and a pass in mathematics or its equivalent qualifications from a recognized institution;
- ii. Diploma in Sports Administration and Management or equivalent qualification from a recognized institution; and
- iii. Certificate in First Aid from a recognized institution.

Duties and Responsibilities

This is the entry and training grade for the Sports Assistants cadre. An officer at this level will be deployed in a Sub-County Sports Office to work under the supervision of a senior officer. Duties and responsibilities will involve;

- i. Undertaking training of sports persons and other trainees in specific sports disciplines;
- ii. Conducting fitness classes;
- iii. Keeping records of trainees;
- iv. Identifying and recording suitable sports venues;
- v. Imparting sports skills to athletes and other trainees;
- vi. Administering basic First Aid for minor Sports injuries; and
- vii. Gathering relevant sports information from the field and other relevant bodies.

DEPARTMENT OF DEPARTMENT OF INFRASTRUCTURE - ADVERT NO. 08/2025

ASSISTANT ENGINEER II (ROADS) – (TWO (2) POSITIONS JOB GROUP 'K' ADVERT NO. 08/2025/01

Basic Salary Scale: Kshs.41,320 -55,010

Allowances as per SRC Circulars attached to the position

Terms of service: Three-year contract

For appointment to this grade, a candidate must:

- i. Be in possession of a Bachelor's Degree in Civil Engineering or equivalent

- and relevant qualification from a recognized institution; and
- ii. Be registered by Engineers Registration Board of Kenya as a Graduate Engineer.

Duties and Responsibilities

This is the entry and training grade into this cadre. An Officer at this level will work under the guidance of Senior Officer. Duties and responsibilities will include: Preliminary design, Supervision of construction and maintenance of classified and unclassified roads.

HOW TO APPLY

Interested and qualified candidates are required to make applications through <https://nakuruhrmis.nakuru.go.ke/careers>. Follow the following steps

1. Register an account by providing the required information.
2. Login into your portal using email and password you provided above.
3. An OTP (One Time Password) will be sent to your mobile number. Use that code to verify your account.
4. Update your profile with the required details as per the steps provided. Ensure you fill all the mandatory fields.
5. Accept the terms and conditions as provided.
6. Check for the open vacancies. Click apply on the job you are interested in.
7. The job application will be submitted. You can follow the progress on my applications tab.

(No hand delivered applications will be accepted. Also, applications sent through the email address will not be considered).

The County Government of Nakuru is an equal opportunity employer. **Youth, Women and Persons with Disabilities, Marginalized and Minority communities** are encouraged to apply.

Appointed candidates will be required to present chapter six clearance documents as listed;

1. Clearance from Higher Education Loans Board (HELB)
2. Clearance from Directorate of Criminal Investigations (DCI)
3. Clearance from Ethics and Anti-Corruption Commission (EACC)
4. Clearance from Kenya Revenue Authority (KRA)
5. Clearance from Credit Reference Bureau (CRB)

Only shortlisted candidates will be contacted.

The Board and the County Government of Nakuru is committed to Zero Tolerance to Corruption. We caution applicants not to fall victim to fraudsters and impersonators who solicit for money with a promise of influencing the outcome. **The Board shall bear no responsibility for any personal loss arising from such unlawful dealings.** Such cases should be reported to the Police and other relevant Law Enforcement Agencies.

Any communication from the County Public Service Board SHALL be through the above address and official cellphone number: **0796848192.**

Canvassing in any form will lead to automatic disqualification. Only shortlisted candidates will be contacted.

Secretary/CEO

Nakuru County Public Service Board