



REPUBLIC OF KENYA
COUNTY GOVERNMENT OF NAKURU
NAKURU COUNTY PUBLIC SERVICE BOARD



VACANT POSITIONS IN THE DEPARTMENT OF EDUCATION, ICT AND e-GOVERNMENT - [VACANCY LIST NO. 02 of 2019]

The Nakuru County Public Service Board invites applications from competent and qualified persons to fill various positions in the Department of Education, ICT and e-Government, pursuant to the Constitution of Kenya 2010 Article 235 and the County Governments Act 2012, Section 59.

INSTRUCTOR III – THIRTY NINE (39) POSITIONS – Vacancy No. 02/2019/31

Basic Salary Scale: 24,580 – Ksh.32,760 p.m. **(Job Group ‘H’)**

Allowances as per the SRC circulars attached to the position.

Terms of service: Three (3) years renewable contract subject to satisfactory performance.

The available positions are in the various vocational technical institutions as indicated below.

NAME OF INSTITUTION		SPECIALIZATION	VACANCIES
1. Muiteithia 2. Lion Hills 3. Kware 4. Lare	5. Olesultan 6. Nakuru 7. Cheptuech	Motor Vehicle Mechanics	7
1. Njoro 2. Rongai 3. Piave	4. Ongiek 5. Wendo 6. Nakuru	Electrical and Electronics	6
1. Kaplamai 2. Nakuru	3. Saptet	Hair Dressing and Beauty Therapy	3
1. Ongiek 2. Lare	3. Ogilgil 4. Wanyororo B	Fashion and Design	4
1. Kagoto 2. Muiteithia	3. Mirera	Food and Beverage	3
1. Wanyororo B 2. Ruiyobei 3. Njoro	4. Molo 5. Mworoto 6. Cheptuech	Building and Construction	6
1. Kagoto 2. Njoro	3. Nakuru 4. Beggi	Carpentry and Joinery	4
1. Njoro 2. Chemare	3. Cheptuech	Metal Processing/Welding	3
1. Subukia 2. Njoro	3. Ogilgil	Agribusiness	3
TOTAL			39

For appointment to this position a candidate must;

- i. Be a Kenyan citizen
- ii. Have KCE Division III/KCSE mean grade C plain and Diploma in any of the following disciplines. Computer Studies/Science; Information and Communication Technology; Electronics Engineering; Telecommunications Engineering; Electrical Engineering; Mechanical Engineering; Instrumentation and Control Engineering; Civil Engineering; Building and Construction; Refrigeration and Air Conditioning; Agriculture/Agribusiness; Leather Technology/Footwear; Institution Management; Catering and Housekeeping; Carpentry and Joinery; Clothing Technology; Hairdressing and Beauty Therapy; Education and Entrepreneurship or its equivalent qualification from a recognized institution.
- iii. Have an Instructors course
- iv. Have a Certificate in basic Computer Application from a recognized institution.

OR

- i Served as an Assistant Instructor Job Group 'G' for a minimum period of three (3) years
- ii Have KCE Division IV/KCSE 'D-' and Craft or Trade Test Grade I certificate in any of the following disciplines:
Plumbing, General Fitting, Welding and Fabrication, Metal Processing, Motor Vehicle and Mechanics, Knitting, Carpentry and Joinery, Electrical Installation, Leather Work, House Keeping, Tailoring, Dressmaking, Hair Dressing, Garment Making, Food and Beverage, ICT, Masonry, Refrigeration and Air Conditioning or its equivalent qualification from a recognized institution.
- iii Have Certificate in Instructors Course from a recognized institution
- iv Have Certificate in basic Computer Application from a recognized institution.

Duties and Responsibilities

This is the entry and training grade for the Vocational Training Instructors with diploma qualifications. An Instructor at this level will work under the guidance of a senior Instructor.

Duties and responsibilities at this level will entail;

- i. Theoretical and practical instruction in the area of specialization
- ii. Preparing and maintaining schemes of work, lesson plans, lesson notes, trainee records, training and learning materials
- iii. Carrying out trainee assessments, administering examinations and preparing progress reports
- iv. Ensuring proper care and maintenance of tools and equipment
- v. Conducting co-curricular activities and maintaining trainees' discipline
- vi. Other duties assigned by the head of the institution.

How to Apply

Each application should be accompanied by a detailed and current Curriculum Vitae and certified photocopies of relevant Academic and Professional Certificates, National Identity Card or Passport, Testimonials and other relevant documents.

All applications should be submitted in a sealed envelope with the **VACANCY NUMBER AND THE POSITION APPLIED FOR CLEARLY INDICATED AND MARKED ON THE LEFT SIDE OF THE ENVELOPE** and addressed to:

THE SECRETARY
NAKURU COUNTY PUBLIC SERVICE BOARD
P. O BOX 2870-20100
NAKURU

Applications can be submitted either through post or hand delivered to our offices at the **Provincial Public Works Building, off the Nakuru - Kabarak**

Road along prisons road – Nakuru. All applications should be submitted on or before **15th January, 2020.**

County Government of Nakuru is an equal opportunity employer. Youth, Women and Persons Living with Disabilities, Marginalised and Minority communities are encouraged to apply. **Canvasing in any form will lead to automatic disqualification.**

Only shortlisted candidates will be contacted. The shortlisted candidates will be required to provide copies of valid clearance certificates from the following institutions as per the requirements of Chapter Six of the Constitution of Kenya 2010.

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