



**REPUBLIC OF KENYA**  
**COUNTY GOVERNMENT OF NAKURU**  
**OFFICE OF THE GOVERNOR**



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**ADVERTISEMENT OF VACANCIES FOR CITY AND MUNICIPAL  
BOARD MEMBERS (3 NO.FOR EACH BOARD)**

Pursuant to the provisions of the Urban Areas and Cities Act No. 13 of 2011 and the Amendment Act, of 2019, and the City and Municipal Charters for Molo Gilgil and Naivasha, the County Government of Nakuru hereby invites applications from competent and qualified persons to serve as members of **Nakuru city, Molo, Gilgil and Naivasha Municipal Boards** respectively.

**Requirements for Appointment for city Board Member**

- (a) Be a Kenyan citizen,
- (b) Be in a possession of at least a university degree from an institution recognized in Kenya;
- (c) has a distinguished career in a medium level management position in either the private or public sector;
- (d) holds at least five(5) years' post qualification professional experience;
- (e) is ordinarily resident or has a permanent dwelling in the municipality;
- (f) carries on business in the municipality or has lived in the municipality for at least five (5) years
- (g) Meets the requirements of Chapter Six of the Kenya Constitution 2010 and is not disqualified for appointment to office by County Government Act or any other law.

### **Functions of the City Board of Nakuru**

- (a) oversee the affairs of the municipality;
- (b) develop and adopt policies, plans, strategies and programmes, and set targets for delivery of services;
- (c) formulate and implement an integrated development plan;
- (d) promote and undertake infrastructural development and services within the municipality;
- (e) develop and manage schemes, including site development in collaboration with the relevant national and county agencies;
- (f) maintain a comprehensive database and information system of the administration and provide public access thereto upon payment of a nominal fee to be determined by the board;
- (g) implement applicable national and county legislation;
- (h) monitor and, where appropriate, regulate municipal services where those services are provided by the service providers other than the board of the municipality;
- (i) prepare its budget for approval by the county executive committee and administer the budget as approved; monitor the impact and effectiveness of any services, policies, programmes or plans;
- (j) establish, implement and monitor performance management systems;
- (k) Perform such other functions as may be delegated to the Board by the County Government of Nakuru or as may be approved by law.

### **Requirements for the Appointment as a Member of Municipal board**

- (a) holds at least a diploma from an institution recognized in Kenya;
- (b) has a distinguished career in a medium level management position
- (c) in either the private or public sector;
- (d) holds at least five years' post-qualification professional experience; and
- (e) satisfies the requirements of Chapter Six of the Constitution;
- (f) is ordinarily resident or has a permanent dwelling in the municipality; and
- (g) carries on business in the municipality or has lived in the municipality for at least five years.

**The Board of the Municipality shall perform the following functions**

- (a) oversee the affairs of the Municipality;
- (b) develop or adopt policies, plans, strategies and programme and set targets for service delivery;
- (c) formulate and implement an integrated development plan;
- (d) control, land sub-division, land development and zoning by public and private sectors for any purpose, including industry, commerce, markets, shopping and other employment centers, residential areas, recreational areas, parks, entertainment, passenger transport, agriculture, and freight and transit stations within the framework of the spatial and master plans for the Municipality as delegated by the County Government of Nakuru;
- (e) promoting and undertaking infrastructural development and services within Municipality as delegated by the County Government of Nakuru;
- (f) developing and managing schemes, including site development in collaboration with the relevant national and county agencies;
- (g) maintaining a comprehensive database and information system of the administration;
- (h) administering and regulating its internal affairs;
- (i) implementing applicable national and county legislation;
- (j) entering into contracts, partnerships or joint ventures as it may consider necessary for the discharge of its functions;
- (k) monitoring and, where appropriate, regulating municipal services where those services are provided by service providers other than the Board of the Municipality;
- (l) preparing and submitting its annual budget estimates to the relevant County Treasury for consideration and submission to the County Assembly for approval as part of the annual County Appropriation Bill;
- (m) collecting rates, taxes levies, duties, fees and surcharges on fees as delegated by the County Government of Nakuru;
- (n) settling and implementing tariff, rates and tax and debt collection policies as delegated by the County Government of Nakuru;
- (o) monitoring the impact and effectiveness of any services, policies, programs or plans;
- (p) establishing, implementing and monitoring performance management

systems;

(q) promoting a safe and healthy environment;

(r) facilitating and regulating public transport;

(s) performing such other functions as may be legislated or delegated by the County Government of Nakuru or as provided by article 5 of the Charter.

### **Remuneration**

Members shall be paid as per allowances and benefits as determined and reviewed by the Salaries and Remuneration Commission (SRC).

All written applications, CVS, Copies of certificates, Copies of Identity card and testimonials should be submitted in a sealed envelope clearly marked on the left side for the positions applied for and addressed to the undersigned on or before 28<sup>th</sup> February, 2023.

**NOTE:** Successful candidates shall provide the following clearances;

(i) KRA Clearance Certificate

(ii) Compliance Certificate from High Education Loans Board (HELB)

(iii) Certificate of Good Conduct from the Department of Criminal Investigation

(iv) Clearance Certificate from Credit Reference Bureau (CRB)

Further details can be accessed through the Nakuru County website. ([www.nakuru.go.ke](http://www.nakuru.go.ke))

**The Governor,  
Nakuru County Government  
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NAKURU.**