



**REPUBLIC OF KENYA**  
**COUNTY GOVERNMENT OF NAKURU**  
**NAKURU COUNTY PUBLIC SERVICE BOARD**  
**P.O Box 2870-20100**  
**Email: [cpsb@nakuru.go.ke](mailto:cpsb@nakuru.go.ke)**



**INVITATION FOR APPLICATIONS [ADVERT NO. 01 of 2023]**

Pursuant to the provisions of Article 235 of Constitution of Kenya, 2010 and Section 59 of the County Governments Act No. 17 of 2012, Nakuru County Public Service Board invites applications from qualified Kenyan citizens to fill the following vacant positions in the **Department of Infrastructure**.

**1. ASSISTANT ARCHITECT - ONE (1) POSITION - ADVERT NO. 01/2023/01**

Basic Salary Scale: **Kshs. 42,970 – 59,120** p.m. **(Job Group ‘L’)**

Allowances as per the SRC circulars attached to the position.

**Terms of service:** Permanent and Pensionable.

**For appointment to this position a candidate must have:**

- i. Bachelor’s Degree in Architecture or its equivalent and relevant qualification from a university recognized in Kenya; and
- ii. Graduate membership with the Architectural Association of Kenya.
- iii. Proficiency in computer applications

**Duties and Responsibilities**

Duties and responsibilities at this level will include:

- i. Preparing sketch/scheme designs;
- ii. Producing drawings, interpretation of client's requirements; and
- iii. Posting contract administration.

## **2. ASSISTANT QUANTITY SURVEYOR II – ONE (1) POSITION - ADVERT NO. 01/2023/02**

Basic Salary Scale: **Kshs. 38,270 – 51,170** p.m. **(Job Group 'K')**

Allowances as per the SRC circulars attached to the position

**Terms of service:** Permanent and Pensionable.

**For appointment to this position a candidate must have:**

- i. Bachelor's degree in Building Economics / Quantity Surveying or its equivalent qualification from a recognized institution;
- ii. Been registered as a Graduate member of either the Architectural Association of Kenya or the Institute of Quantity Surveyors of Kenya;
- iii. Proficiency in computer applications.

### **Duties and Responsibilities**

Duties and responsibilities entail preparing:

- i) Cost estimates;
- ii) Bills of quantities;
- iii) Monthly valuations on site;
- iv) Site re-measurements; and
- v) Variation orders.

**3. ASSISTANT ENGINEER II (ELECTRICAL) – ONE (1) POSITION -  
ADVERT NO. 01/2023/03**

Basic Salary Scale: **Kshs. 38,270 – 51,170** p.m. **(Job Group ‘K’)**

Allowances as per the SRC circulars attached to the position

**Terms of service:** Permanent and Pensionable.

**For appointment to this position a candidate must have:**

- i. Bachelor’s degree in Electrical Engineering or its equivalent qualification from a recognized institution; and
- ii. Registration by Engineers Registration Board of Kenya as a Graduate Engineer.
- iii. Proficiency in computer applications

**Duties and Responsibilities**

Duties and responsibilities will entail: -

- i) Designing, installing and maintaining electrical engineering services in offices, conferences complexes educational institutions, public buildings and centralized catering and laundry units;
- ii) Collecting and compiling data in consultation with the user of facilities to determine the appropriate development requirements; and
- iii) Supervising installation work carried out by contractors.

**4. ASSISTANT ENGINEER II (MECHANICAL) – ONE (1) POSITION -  
ADVERT NO. 01/2023/04**

Basic Salary Scale: **Kshs. 38,270 – 51,170** p.m. **(Job Group ‘K’)**

Allowances as per the SRC circulars attached to the position

**Terms of service:** Permanent and Pensionable.

**For appointment to this position a candidate must have:**

- i. Bachelor’s degree in Mechanical Engineering or its equivalent qualification from a recognized institution;
- ii. Be registered by Engineers Registration Board of Kenya as a Graduate Engineer; and
- iii. Be proficient in computer application skills.

**Duties and Responsibilities**

Duties and responsibilities will entail;

- i. Preparing drawing and designs for manufacture and fabrication of tools, equipment and machine/plant/vehicle components;
- ii. Designing project;
- iii. Project costing and budgetary preparations;
- iv. Documenting and managing contract;
- v. Ensuring professional standards; and
- vi. Repairing and preparing maintenance schedules for vehicles and plant machinery.

**5. ASSISTANT ENGINEER II (STRUCTURAL) – ONE (1) POSITION -  
ADVERT NO. 01/2023/05**

Basic Salary Scale: **Kshs. 38,270 – 51,170** p.m. **(Job Group ‘K’)**

Allowances as per the SRC circulars attached to the position

**Terms of service:** Permanent and Pensionable.

**For appointment to this position a candidate must:**

- i. Have a Bachelor’s degree in Civil Engineering or its equivalent qualification from a recognized institution;
- ii. Be registered by Engineers Registration Board of Kenya as a Graduate Engineer; and
- iii. be proficient in computer application skills.

**Duties and Responsibilities**

Duties and responsibilities will entail:

- i. Designing, preparation of drawings and supervision of construction of civil and
- ii. structural works for simple projects.

**6. ARCHITECTURAL ASSISTANT III – ONE (1) POSITION – ADVERT  
NO. 01/2023/06**

Basic Salary Scale: **Kshs. 25,470 – 33,950** p.m. **(Job Group ‘H’)**

Allowances as per the SRC circulars attached to the position

**Terms of service:** Permanent and Pensionable.

**For appointment to this position a candidate must have:**

- i. Diploma or Technician Certificate Part III in any of the following disciplines: - Building Engineering, Civil Engineering, Building Construction, Architecture or its equivalent qualification from a recognized institution;
- ii. Membership with the Architectural Association of Kenya; and
- iii. Certificate in computer application skills.

**Duties and Responsibilities**

Duties and responsibilities will entail:

- i. Preparing preliminary drawings;
- ii. Reading and interpreting engineering drawings in relation to the Architect's sketches;
- iii. Incorporating these details in the preliminary drawings.

**7. QUANTITY SURVEY ASSISTANT III – ONE (1) POSITION - ADVERT  
NO. 01/2023/07**

Basic Salary Scale: **Kshs. 25,470 – 33,950** p.m.      **(Job Group 'H')**

Allowances as per the SRC circulars attached to the position

**Terms of service:** Permanent and Pensionable.

**For appointment to this position a candidate must have:**

- i. Diploma or a Technical Certificate Part III in any of the following disciplines: - Quantity Survey, Building/Civil Engineering or its equivalent and relevant qualification from a recognized institution

- ii. Proficiency in computer applications

### **Duties and Responsibilities**

Duties and responsibilities will entail:

- i. Squaring dimensions and abstracting for the preparation of bills of quantities;
- ii. Preparation of specifications and
- iii. Assisting in the preparing payment certificates.

## **8. INSPECTOR (ELECTRICAL) – ONE (1) POSITION - ADVERT NO. 01/2023/08**

Basic Salary Scale: **Kshs. 25,470 – 33,950** p.m. **(Job Group 'H')**

Allowances as per the SRC circulars attached to the position

Terms of service: Permanent and Pensionable.

### **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.
- ii) Proficiency in computer applications

### **Duties and Responsibilities**

Duties and responsibilities will entail

- 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;
- iii. Inspection and maintenance of electrical controls in power generating plants and machinery.

**9. STRUCTURAL ASSISTANT III – ONE (1) POSITION - ADVERT NO. 01/2023/09**

Basic Salary Scale: **Kshs. 25,470 – 33,950** p.m. **(Job Group 'H')**

Allowances as per the SRC circulars attached to the position

**Terms of service:** Permanent and Pensionable.

**For appointment to this position a candidate must have:**

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

**Duties and Responsibilities**

Duties and responsibilities will entail;

- i. preparation of structural and civil drawings including detailing of steel and concrete structures, layouts and details of drainage schemes, roads and paved areas.
- ii. The officer will also carry out simple survey works under the guidance of a senior officer.



## **HOW TO APPLY**

Interested and qualified candidates are required to make applications by downloading and completing an **Employment Application Form** from County Government of Nakuru website [www.nakuru.go.ke](http://www.nakuru.go.ke)

A duly filled employment application form attached with **certified copies of National ID, KCSE, Degree/Diploma/Masters Certificates and Professional registration certificates** should be sent through the **POST OFFICE** or **COURIER SERVICES** in a sealed envelope on or **4<sup>th</sup> April, 2023 at 5.00 p.m.** (**No hand delivered applications will be accepted**). Clearly indicate the Advert number and position applied for on top of the envelope and address to;

**The Secretary**  
**Nakuru County Public Service Board**  
**Public Works Building- Prisons Road**  
**P.O Box 2870-20100**

### **NAKURU**

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

Please be informed that Nakuru County Public Service Board **DOES NOT USE AGENTS** nor **CHARGE ANY FEE** for its services. **Candidates are advised to be cautious of fraudsters who call asking for money in regards to advertised vacancies. Report any such calls to the relevant Law Enforcement Institutions. Please do not give out any money!!!**

**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.**