



# COUNTY GOVERNMENT OF BUNGOMA

## COUNTY PUBLIC SERVICE BOARD

Moi Avenue next to Governor's Office; P.O. Box 2489 – 50200 Bungoma

email: [cpsb.bungoma50200@gmail.com](mailto:cpsb.bungoma50200@gmail.com)



### VACANCIES

The County Public Service Board of Bungoma wishes to recruit competent and qualified persons to fill the following vacant positions as indicated below;

#### 1. V.NO 1/05/2020 ECDE PROGRAMME OFFICERS JOB GROUP "K" (5 POSTS)

Salary scale - **Kshs 37,070-49,950 pm**

Terms of Service; **Permanent and Pensionable**

##### Duties and Responsibilities

- Administering and managing early childhood programmes at County and community level,
- Coordinating Early childhood Development Education programmes,
- Conducting capacity building programmes for early childhood teachers and other stakeholders,
- Developing and disseminating county based (local) curriculum for early childhood development programme,
- Identifying, designing, undertaking and coordinating research on early childhood development,
- Monitoring and disseminating information on early childhood programmes and Developing county – based programmes that cater for the development of children under eight (8) years.

##### Requirements for appointment

For appointment to this grade, a candidate must;

- Have Served as an ECDE teacher for a minimum period of three (3) years and
- Be in possession of bachelors degree in Early Childhood Education from a recognized institution

#### 2. V.NO 2/05/2020 ECDE TEACHERS (50 POSTS)

Terms of Service

**Contract**

Consolidated salary

**Kshs 15,000 pm**

Distribution of posts per Sub County

1. Mt Elgon	5
2. Sirisia	5
3. Kabuchai	5
4. Bumula	7
5. Kanduyi	5
6. Kimilili	5
7. Webuye East	6
8. Webuye West	5
9. Tongaren	7

##### Duties and Responsibilities

- Organizing and facilitating play/learning activities to enable children cope with primary school life,
- Caring and nurturing spiritual, moral, social, mental and physical growth of children,
- Managing ECDE centres, keeping professional records (schemes of work lesson plans, and daily programme of activities, and ensuring children's safety and security, and
- Preparing and developing play/learning materials.

##### Requirements for appointment

For appointment to this grade, a candidate must have;

- Kenya Certificate of Secondary Education(KCSE) Minimum Grade C (Plain) or its approved equivalent
- Diploma in early childhood development education (ECDE) offered by KNEC or its approved equivalent and
- Registered by Teachers Service Commission(TSC)

#### 3. V.NO 3/05/2020 ECDE TEACHER (CERTIFICATE) (80 POSTS)

Terms of service

**3 years Contract**

Consolidated Salary

**kshs 10,000 per month**

Distribution of posts per Sub County

1. Mt Elgon	12
2. Sirisia	8
3. Kabuchai	8
4. Bumula	10
5. Kanduyi	8
6. Kimilili	9
7. Webuye East	8
8. Webuye West	8
9. Tongaren	9

##### Duties and responsibilities

- Organizing and facilitating play/learning activities to enable children cope with primary school life,
- Caring and nurturing spiritual, moral, social, mental and physical growth of children,
- Managing ECDE centres, keeping professional records (schemes of work, lesson plans, and daily programme of activities, and ensuring children's safety and security, and
- Preparing and developing play/learning materials.

##### Requirements for appointment

For appointment to this grade, a candidate must have;

- Kenya Certificate of Secondary Education(KCSE) Minimum Grade D (Plain) or its approved equivalent
- Certificate in ECDE offered by the KNEC or its recognized equivalent.
- Registered by Teachers Service Commission(TSC)

#### 4. V.NO 4/05/2020 VOCATIONAL TRAINING INSTRUCTORS (50 POSTS)

Terms of service

**3 year contract**

Consolidated Salary

**Kshs 15,000 pm**

##### POSTS PER TRADE

i. Masonry/Building Construction	8
ii. Motor vehicle Mechanics	8
iii. Carpentry And Joinery	8
iv. Hairdressing Technology	5
v. Electrical Technology	5
vi. Solar Technology	2
vii. Fashion Design/Garment Making	9
viii. Plumbing Technology	5

##### Duties and Responsibilities

An Officer at this level will work under the guidance of a Senior Vocational Training Instructor. Specific duties will include:

- Theoretical and practical instruction in the area of specialization;
- Preparing and maintain schemes of work, lesson plans, lesson notes, trainee records, teaching and learning materials;
- Carrying out trainee assessment;
- Ensuring proper care and maintenance of tools and equipment;
- Conducting co-curricular activities; maintaining trainees discipline; and
- Guiding and counseling trainees.

##### Requirements for Appointment

For appointment to this grade, a candidate must have:

- Certificate or Diploma in any of the following disciplines: Electronics Engineering; Electrical Engineering; Plumbing, Automotive Engineering; Building and Construction; Hair Dressing and Beauty Therapy; Clothing; Fashion Design and Textile Technology; carpentry and joinery; and entrepreneurship or equivalent qualifications from a recognized institution;
- Diploma in technical education or Instructor Certificate from Kenya Technical Teachers Training College and
- Certificate in computer applications from a recognized institution.

##### How to Apply

Applications including detailed Curriculum Vitae (C.V), Copies of Academic and Professional Certificates, Testimonials, National Identification Card or Passport and any other supporting documents should be submitted in sealed envelope, to reach the undersigned by **Wednesday 3<sup>rd</sup> June 2020 at 5 p.m.**

Hand delivered applications should be submitted to the County Public Service Board Offices located next to the Governor's Office.

Bungoma County is an Equal Opportunity Employer. Youth, Women, Persons with Disabilities, Minority and Marginalized groups are particularly encouraged to apply.

The Secretary  
County Public Service Board  
**P.O BOX 2489-50200**  
**BUNGOMA**